

Decision Package: 230-24001 - Passport Expenditure Updates

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	umaylor	0	1	Ongoing	Pending

Item Description

Increase bars accounts for communications and rental/lease for the increase in demand of passport processing. The court is requesting to increase the communications (postage) bars fund to \$10,000 and the rental/lease (printing) bars fund to \$8,500.

Justification

2021 and 2022 Communications (postage)bars account expenditures for passports were \$4,497 and \$3,647. The 2023 end year estimates for communication bars account will be \$8,616. The court will need to adjust the amount for passports and all other mailings in the communications bars account.

2021 and 2022 rental/lease (printer) bars account expenditures for passports were \$3,105 and \$1,082. The 2023 year end estimates for lease/rental will be \$6,474. The court will need to adjust the amount for passports and all other printing in the lease/rental bars account.

Describe All Funding Sources

The court processes passports with expedited mailing postage. The court has recouped \$32,504 this year from January to June for passport processing. We estimate based on monthly trends that we will exceed \$65,000 in processing fees collected for the year.

In 2022 the court recuperated \$4,518 in passport processing fees total. The court has processed more than seven times the number of passports from last year. We have also used more postage and printer use from last year to cover those passports.

The court believes that passport demand will stay strong through 2023 and into the coming years. We will adjust the communications and rental/lease expenditures if passport processing shows a steady decline in the next year when updating our budget requests.

Describe Future or Ongoing Costs

The court is requesting to increase the communications bars fund to \$10,000 and the rental/lease bars fund to \$8,500.

Project Status (if applicable)

This Decision Package meets the Council's priority of improving city government functions.

FISCAL DETAILS		2024
Operating Expenditures		
001.000.23.512.51.42.00	COMMUNICATIONS	10,000.00
001.000.23.512.51.45.00	RENTAL/LEASE	8,500.00
	Total Operating Expenditures	18,500.00
	Total Expenditures	18,500.00
Revenues		
001.000.341.99.000.00	PASSPORTS AND NATURALIZATION FE	-65,000.00
	Total Revenues	-65,000.00
	Net Budget	-46,500.00

Decision Package: 230-24002 - Pretrial Monitoring

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	umaylor	0	2	Ongoing	Pending

Item Description

Create a bars account in the amount of \$20,000 for the court to order pretrial monitoring of defendants while awaiting case disposition.

Justification

CrRLJ 3.2 governs the factors to be considered by a Court when an accused person is released from custody while a case is pending. The Court may impose conditions of release upon a showing that the accused will commit a violent offense, intimidate witnesses, or otherwise unlawfully interfere with the administration of justice. Under CrRLJ 3.2(d), these conditions may include prohibiting the accused from contacting a person, going to certain geographic areas, and possessing dangerous weapons or firearms.

Depending on the individual circumstances, Edmonds Municipal Court may place an accused person on pretrial monitoring. This may be electronic home monitoring (EHM), GPS monitoring, SCRAM (secure continuous remote alcohol monitoring), sweat patch to detect drugs, or portable breath test monitoring. Edmonds Municipal Court contracts with agencies that provide these pretrial monitoring services.

Edmonds Municipal Court is also working to begin a new program of electronic home monitoring with victim notification technology (EHMVNT). EMVNT is capable of notifying a victim or protected party, either directly or through a monitoring agency, when a monitored individual enters within a restricted distance of a protected person or place.

Describe All Funding Sources

The Tiffany Hill Act passed in 2020 provides for state reimbursement to courts that pay for this program for indigent defendants.

Describe Future or Ongoing Costs

\$20,000

Project Status (if applicable)

This Decision Package meets the Council priority for Public Safety

FISCAL DETAILS		2024
Operating Expenditures		
001.000.39.523.60.41.50 INTERGOVERNMENTAL SERVICES		20,000.00
	Total Operating Expenditures	20,000.00
	Total Expenditures	20,000.00
Revenues		
001.000.334.00.000.00 STATE GRANTS - BUDGET ONLY		-20,000.00
	Total Revenues	-20,000.00
	Net Budget	0.00

Decision Package: 310-24002 - Increase Transfer to Medical Ins. Reserve (009)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/23/2023	2024	sharp	0	1	Ongoing	Pending

Item Description

Increase the transfer from the General Fund to Fund 009 Medical Insurance Reserve Fund.

Justification

The LEOFF Medical Insurance Fund was created in 1995 to establish reserves to cover the long-term health care and other related obligations of LEOFF I retirees, and is funded by transfers from the General Fund. The fund is reviewed each year to determine if the transfer needs to be increased or decreased. The actuals for 2022, the year-end estimates for 2023 and the budgeted 2024 expenditures, which are approved by the Disability Board, exceed the transfer revenues and are decreasing the fund balance. An increase in the transfer amount is needed to support Fund 009.

Describe All Funding Sources

General Fund

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Operating Expenditures

001.000.39.597.19.55.09 TRANSFER TO FUND 009	25,000.00
Total Operating Expenditures	25,000.00
Total Expenditures	25,000.00

Revenues

009.000.397.19.001.00 TRANSFER FROM FUND 001	-25,000.00
Total Revenues	-25,000.00
Net Budget	0.00

Decision Package: 311-24001 - Weblink additional connection licenses

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/10/2023	2024	btuley	0	1	Ongoing	Pending

Item Description

Weblink is the public facing interface of the website server providing access to the City Clerks records library and Development Services property files. The city is licensed for 25 concurrent, simultaneous users. Both public citizens and City staff use this resource daily. The public has come to expect online availability of City recourses, and staff workflow increasingly rely on this tool. This decision package increases the number of concurrent licenses from 25 to unlimited.

Justification

Use has increased to the extent that concurrent user access is frequently at the 25 concurrent user limit. Citizens and staff frequently experience a login error signifying more than 25 individuals are attempting to utilize the system. Increasing to an unlimited number of concurrent users will eliminate the resource contention.

Describe All Funding Sources

Funding is charged back to the departments based on a percentage allocation of computers.

Describe Future or Ongoing Costs

This cost is ongoing. The price is an annual license.

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
001.000.11.511.60.45.11 INTERFUND RENTAL-TECHNOLOGY §		292.00
001.000.21.513.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		209.00
001.000.22.518.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		585.00
001.000.23.512.51.45.11 INTERFUND RENTAL-TECHNOLOGY §		1,086.00
001.000.31.514.23.45.11 INTERFUND RENTAL-TECHNOLOGY §		1,128.00
001.000.31.514.31.45.11 INTERFUND RENTAL-TECHNOLOGY §		209.00
001.000.41.521.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		3,971.00
001.000.61.557.20.45.11 INTERFUND RENTAL-TECHNOLOGY §		376.00
001.000.62.524.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		460.00
001.000.62.524.20.45.11 INTERFUND RENTAL-TECHNOLOGY §		627.00
001.000.62.558.60.45.11 INTERFUND RENTAL-TECHNOLOGY §		877.00
001.000.64.571.22.45.11 INTERFUND RENTAL-TECHNOLOGY §		1,253.00
001.000.65.518.20.45.11 INTERFUND RENTAL-TECHNOLOGY §		877.00
001.000.67.518.21.45.11 INTERFUND RENTAL-TECHNOLOGY §		1,713.00
421.000.74.534.80.45.11 INTERFUND RENTAL-TECHNOLOGY §		292.00
422.000.72.531.90.45.11 INTERFUND RENTAL-TECHNOLOGY §		84.00
423.000.75.535.80.45.11 INTERFUND RENTAL-TECHNOLOGY §		125.00
423.000.76.535.80.45.11 INTERFUND RENTAL-TECHNOLOGY §		836.00
512.000.31.518.88.48.00 REPAIR & MAINTENANCE		15,000.00
Total Operating Expenditures		30,000.00
Total Expenditures		30,000.00
Revenues		
512.000.348.00.000.00 RENTAL CHARGE A FUND		-15,000.00
Total Revenues		-15,000.00
Net Budget		15,000.00

Decision Package: 311-24002 - Technology Security Monitoring

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/11/2023	2024	btuley	0	2	Ongoing	Pending

Item Description

This decision package adds licensing to security log monitoring across the entire organization. We are currently logging events on required servers. This decision package increases coverage to all servers and endpoints. In the event of an event, log management is used to trace the processes that transpired.

Justification

The tool we are using covers required systems. Systems beyond the requirement have the potential of providing a security vulnerability path. This decision package fills that void.

Describe All Funding Sources

Funding is charged back to the departments based on a percentage allocation of computers.

Describe Future or Ongoing Costs

This cost is ongoing. The price is an annual license.

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
001.000.11.511.60.45.11 INTERFUND RENTAL-TECHNOLOGY §		49.00
001.000.21.513.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		35.00
001.000.22.518.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		97.00
001.000.23.512.51.45.11 INTERFUND RENTAL-TECHNOLOGY §		181.00
001.000.31.514.23.45.11 INTERFUND RENTAL-TECHNOLOGY §		188.00
001.000.31.514.31.45.11 INTERFUND RENTAL-TECHNOLOGY §		35.00
001.000.41.521.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		661.00
001.000.61.557.20.45.11 INTERFUND RENTAL-TECHNOLOGY §		63.00
001.000.62.524.10.45.11 INTERFUND RENTAL-TECHNOLOGY §		77.00
001.000.62.524.20.45.11 INTERFUND RENTAL-TECHNOLOGY §		104.00
001.000.62.558.60.45.11 INTERFUND RENTAL-TECHNOLOGY §		146.00
001.000.64.571.22.45.11 INTERFUND RENTAL-TECHNOLOGY §		209.00
001.000.65.518.20.45.11 INTERFUND RENTAL-TECHNOLOGY §		146.00
001.000.67.518.21.45.11 INTERFUND RENTAL-TECHNOLOGY §		286.00
421.000.74.534.80.45.11 INTERFUND RENTAL-TECHNOLOGY §		49.00
422.000.72.531.90.45.11 INTERFUND RENTAL-TECHNOLOGY §		14.00
423.000.75.535.80.45.11 INTERFUND RENTAL-TECHNOLOGY §		21.00
423.000.76.535.80.45.11 INTERFUND RENTAL-TECHNOLOGY §		139.00
512.000.31.518.88.48.00 REPAIR & MAINTENANCE		2,500.00
Total Operating Expenditures		5,000.00
Total Expenditures		5,000.00
Revenues		
512.000.348.00.000.00 RENTAL CHARGE A FUND		-2,500.00
Total Revenues		-2,500.00
Net Budget		2,500.00

Decision Package: 311-24003 - replacement systems including desktops, laptops

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/11/2023	2024	btuley	0	3	One-Time	Pending

Item Description

This budget request is for replacement systems including desktops, laptops, and networking equipment

Justification

The City implemented a procedure to replace equipment on a specified life cycle. Desktop computers are replaced on a 5 year cycle and laptops are replaced on a 4 year cycle. Networking equipment is replaced when new feature sets are required or when models are no longer covered under patching. This replacement procedure ensures maximum user availability.

Describe All Funding Sources

This expenditure is covered by existing balance available in the hardware accrual account designated for equipment equipment. Costs are charged back to departments based on percentage of systems utilized.

Describe Future or Ongoing Costs

This decision package covers equipment in the 2024 calendar year.

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
512.100.31.518.88.35.00 SMALL EQUIPMENT		102,500.00
	Total Operating Expenditures	102,500.00
	Total Expenditures	102,500.00
	Net Budget	102,500.00

Decision Package: 410-24006 - Traffic Cameras

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/30/2023	2024	aehlert	0	6	Ongoing	Pending

Item Description

In order to address complaints and reduce collisions, red light cameras, are offered as an option for enhancing traffic safety in the city of Edmonds.

Justification

One of the highest priorities of both the Mayor and the City Council is to improve traffic and pedestrian safety. Traffic safety related issues are often the number one complaint the police department receives. It is important to mitigate factors related to traffic complaints and collisions. One prominent factor that causes collisions and the resulting injuries is red light running.

The City Council has already approved school zone cameras with a company called Verra Mobility. The contract is in place and allows for additions to the contract to add red light cameras, as soon as those additions are approved by council. Approval to proceed could be made by council prior to approving the overall 2024 budget.

Installing red light cameras at high-traffic and high-collision intersections serves to educate, inform and reinforce safe driving behaviors, which reduces the number of injuries and deaths to drivers, passengers, and pedestrians.

Because red light tickets do not go on a drivers license record, they do not increase insurance rates for the driver. Nearly all of the cities in the vicinity of Edmonds have already installed similar camera systems. Despite our priority for increasing public safety, the City of Edmonds is one of the few medium- to large-size cities in the region that does not currently have similar cameras in operation.

Issuing citations for red light infractions is a proven methodology for reducing poor driver behavior such as running red lights and making illegal and dangerous turns.

Research was completed by the Edmonds Police Department Traffic Sergeant which used traffic data in the city of Edmonds to identify the top twelve intersections where accidents have occurred in the last five years. The fine related to each red light traffic infraction is approximately \$130. Verra Mobility will examine the intersections selected and determine the approximate number of cars that commit red light running at each intersection, which would inform the decision as to the locations ultimately chosen. Each red light camera lease is approximately \$5,000 per camera per month, money which is earned back in citation revenue. This Decision Package assumes that at least six red light cameras will be installed in 2024 and be running for about eight months of the year, generating around 280 citations per month, a number below the number of citations currently being issued by similar cameras in neighboring cities.

Describe All Funding Sources

This decision package adds the revenue for 5 school zone cameras that begin operation in January 2024. Costs for these cameras were carried forward from 2023 but not additional revenue. This package also adds cost and revenue for 6 red light cameras, assuming that those will be in operation for around eight months of the year.

Describe Future or Ongoing Costs

General Fund if needed

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS

2024

Operating Expenditures

001.000.41.591.21.70.00 PRINCIPAL PAYMENT LEASES	180,000.00
Total Operating Expenditures	180,000.00
Total Expenditures	180,000.00

Revenues

001.000.353.10.030.00 TRAFFIC CAMERA INFRACTIONS	-3,500,000.00
Total Revenues	-3,500,000.00

Net Budget	<u>-3,320,000.00</u>
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Decision Package: 610-24004 - New Position - Grants Specialist

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/03/2023	2024	luttrell	0	1	Ongoing	Pending

Item Description

New Position - Grants Specialist

Justification

This decision package requests a new position for a grant specialist. This specialist's work will focus on bringing new money in to the city, specifically from the Inflation Reduction Act and the Bipartisan Infrastructure Law. This position will focus initially on preparing grants for multi-modal infrastructure, the potential planning for and acquisition of the Landmark Site, and on preparing a cross-department grant-writing work plan to support the city's most strategic initiatives.

Describe All Funding Sources

General Fund

Describe Future or Ongoing Costs

The ongoing costs for this budget package will be the salary and benefits for the one full time position.

Project Status (if applicable)

N/A

FISCAL DETAILS		2024
Operating Expenditures		
001.000.61.557.20.11.00 SALARIES/WAGES		142,450.00
001.000.61.557.20.23.00 BENEFITS		32,550.00
001.000.61.557.20.31.00 SUPPLIES		5,000.00
512.000.31.518.88.35.00 SMALL EQUIPMENT		3,000.00
	Total Operating Expenditures	183,000.00
	Total Expenditures	183,000.00
	Net Budget	183,000.00

Decision Package: 610-24005 - Public Art

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/03/2023	2024	luttrell	0	1	One-Time	Pending

Item Description

Public Art

Justification

In Edmonds there are multiple neighborhoods and design elements and public art can be a key component to enhancing and supporting community and cultural character helping define sense of place throughout Edmonds.

The proposed public art includes two projects, one on Hwy 99 and one in the Creative District for near term implementation as one -time expenditures.

Complete Permanent Public Art banners for light poles in International District - \$39,534.79

Library Public Art Project - \$100,000

The call for artists for the Library Public Art project was approved by City in February 2020. With the onset of the pandemic and delays in removal of the book drop on the art site the project has been delayed.

Describe All Funding Sources

Primary funding for 2024 projects is through the cultural services division. Funding from the original lighting project for banners is held in the 332 fund. The project will begin in 2023 with the 117.200 public art allocation.

The Library Public Art project funding is from the ending cash from the 117.100.

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Operating Expenditures

117.100.64.573.20.41.00 PROFESSIONAL SERVICE	100,000.00
Total Operating Expenditures	100,000.00

Capital Expenditures

332.000.64.594.76.65.00 CONSTRUCTION-PARK FACILITIES	39,535.00
Total Capital Expenditures	39,535.00
Total Expenditures	139,535.00
Net Budget	139,535.00

Decision Package: 610-24002 - Lodging Tax Fund Budget - Fund 120

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/03/2023	2024	luttrell	0	1	One-Time	Pending

Item Description

Budget approved by Lodging Tax Advisory Committee on 6/15/2023.

REVENUE

Projected: \$120,941

Interest: \$1,500 (estimated)

Total Revenues: \$122,441

EXPENDITURES

Professional Services

Distribution of rack card (Ferry System and Airport): \$2,500

Promotion/support of Bird Fest: \$1,500

Edmonds Chamber Visitor's Center & Event Support: \$10,000

Tourism Promotion/Website/Calendar Support: \$36,000

Website Hosting/Technical Support: \$2,400

Social Media: \$20,000

Subtotal Professional Services: \$72,400

Advertising

General Advertising: \$30,000

Edmonds Center for the Arts Season Marketing: \$15,000

Cascadia Art Museum marketing: \$10,000

Subtotal Advertising: \$55,000

Interfund Transfers

117 Fund transfer Arts promotion: \$4,000

Total Expenditures: \$131,400

Justification

In conformance with RCW 67.28.1817, use of lodging tax funds must be approved by the City Council after review and recommendation by the Lodging Tax Advisory Committee (LTAC). The uses and corresponding budget amounts were reviewed and recommended by the Edmonds LTAC.

Describe All Funding Sources

Funding is provided through lodging tax revenue from all lodging facilities within the City of Edmonds.

Describe Future or Ongoing Costs

The revenues and expenditures are reviewed on a yearly basis.

Project Status (if applicable)

N/A

FISCAL DETAILS

2024

Operating Expenditures

120.000.31.575.42.41.00 PROFESSIONAL SERVICES	72,400.00
120.000.31.575.42.41.40 ADVERTISING	55,000.00
120.000.31.597.73.55.17 TRANSFER TO FUND 117	4,000.00
Total Operating Expenditures	<u>131,400.00</u>
Total Expenditures	131,400.00

Revenues

117.100.397.73.120.00 TRANSFER FROM FUND 120	-4,000.00
120.000.313.31.000.00 HOTEL/MOTEL EXCISE TAX	-120,941.00
Total Revenues	<u>-124,941.00</u>
Net Budget	6,459.00

Decision Package: 610-24011 - Lodging Tax Advisory Committee Budget Proposal

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/28/2023	2024	sharp	0	1	One-Time	Pending

Item Description

The Arts Commission approved the Fund 123 budget for Cultural Arts. This must now be brought to Council for approval. LTAC approval is pending.

Revenue:

Projected: \$40,313
Interest: \$1,000
Total Revenue: \$41,313

Expenditures:

Cascade Symphony \$2,700
Olympic Ballet \$2,700
Edmonds Arts Festival / Studio Tour \$2,700
Edmonds Driftwood Players \$2,700
Sno-King Chorale \$2,000
DeMiero Jazz Festival \$2,700
Art Walk Edmonds \$2,700
Jazz Connection \$2,700
City Partnership/Creative District \$1,500
Additional funding for tourism promotion awards \$12,000
Arts Commission program advertising for Write on the Sound: \$9,000
Total expenditures for 2024 as approved by LTAC \$43,400

Justification

The ending cash in this fund has increased as a result of the pandemic when non-profits were hindered in their ability to expend awarded funds for advertising for cultural events since many were cancelled. Arts Commission recommends increasing the cap on awards for 2024 utilizing \$12,000 from ending cash. An additional application process will determine the allocations, pending approval by the Lodging Tax Advisory Committee. This decision package does not impact the general fund.

Describe All Funding Sources

Funding is secured through the Hotel/Motel Tourism Tax and Investment Interest on this account.

Describe Future or Ongoing Costs

This budget request is updated annually based on revenue projections for that year. Facilitation of this program is done by employees in the Cultural Services Division.

Project Status (if applicable)

This is a well-established program supporting the arts community in Edmonds.

FISCAL DETAILS		2024
Operating Expenditures		
123.000.64.573.20.41.40 ADVERTISING		43,400.00
	Total Operating Expenditures	43,400.00
	Total Expenditures	43,400.00
Revenues		
123.000.313.31.000.00 25% HOTEL/MOTEL TOURISM TAX		-40,313.00
	Total Revenues	-40,313.00
	Net Budget	3,087.00

Decision Package: 610-24001 - BID Annual Budget

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/03/2023	2024	luttrell	0	1	One-Time	Pending

Item Description

On January 15, 2013, the Edmonds City Council approved Ordinance No. 3909 creating an Edmonds Downtown Business Improvement District (aka Edmonds Downtown Alliance). Business Improvement Districts (BID) are special assessment areas established under the Revised Code of Washington (Chapter 35.87.A). They provide a local funding mechanism whereby businesses assess themselves to fund programs related to activities such as beautification, marketing, security, parking, clean-up or administration.

The Edmonds Downtown Alliance (Ed!) has nearly 350 members. Ed!'s goal is to ensure the City of Edmonds downtown stays lively, attractive and prosperous. Information about the Edmonds Downtown Alliance may be found at <http://edmondsdowntown.org>.

Justification

BID Annual Budget

Describe All Funding Sources

BID Assessment Fees

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS		2024
Operating Expenditures		
140.000.61.558.70.31.00 SUPPLIES		10,650.00
140.000.61.558.70.41.00 PROFESSIONAL SERVICES		67,500.00
140.000.61.558.70.41.40 ADVERTISING		19,975.00
140.000.61.558.70.49.00 MISCELLANEOUS		4,370.00
	Total Operating Expenditures	102,495.00
	Total Expenditures	102,495.00
Revenues		
140.000.321.99.000.00 ED! ASSESSMENT FEE		-110,626.00
	Total Revenues	-110,626.00
	Net Budget	-8,131.00

Decision Package: 610-24008 - Edmonds Rescue Plan Fund - Household Support Grant

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/09/2023	2024	luttrell	0	1	One-Time	Pending

Item Description

Edmonds Rescue Plan Fund - Household Support Grant Program

Justification

Household Support Grants have used the Edmonds Rescue Plan Funds to supplement Edmonds residents income during the COVID pandemic recovery. Households who meet strict criteria are eligible for a \$2,500 grant that can help pay for household expenses that they are struggling to pay.

Describe All Funding Sources

ERPF

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS		2024
Operating Expenditures		
142.000.39.518.63.41.00 COMMUNITY RELIEF FUNDS		300,000.00
	Total Operating Expenditures	<u>300,000.00</u>
	Total Expenditures	<u>300,000.00</u>
Revenues		
142.000.333.21.019.00 CORONAVIRUS RELIEF FUND		-300,000.00
	Total Revenues	<u>-300,000.00</u>
	Net Budget	<u>0.00</u>

Decision Package: 620-24005 - Climate Action Manager

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
09/14/2023	2024	sharp	0	1	Ongoing	Pending

Item Description

Fund a Climate Action Manager position that would be responsible for completing the actions in the 2023 Climate Action Plan and coordinating the city's climate-related policies, strategies, and actions.

Justification

The City Council adopted the 2023 Climate Action Plan (CAP) on March 21, 2023 via Resolution 1518. The CAP serves as Edmonds' guide to climate neutrality for municipal and greenhouse gas emissions by 2050 and identifies actions that the City and community can take to remain on target through 2035 and beyond. The position would be housed within the Planning and Development Department and would coordinate climate action efforts across multiple city departments and work collaboratively with community groups, schools, businesses and other stakeholders. Progress would be charted through the development on an online dashboard and the preparation of annual progress reports.

Describe All Funding Sources

To provide the necessary project management, leadership and coordination, the position is requested at Salary Range NR-35, which is the same level as Senior Planner. The current salary range for NR-35 is \$94,140 to \$126,156. When factoring in an assumed hiring level of step 3 (\$103,788), an approximately 35% multiplier for benefits, and move to Step 4 following the successful completion of the six-month probation period, the estimated costs for 2024 would be approximately \$143,600 (before any cost of living increase for 2024).

Describe Future or Ongoing Costs

Staff is proposing this as an ongoing position.

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
001.000.62.524.10.11.00 SALARIES		108,980.00
001.000.62.524.10.23.00 BENEFITS		38,143.00
001.000.62.524.10.31.00 SUPPLIES		1,000.00
001.000.62.524.10.35.00 MINOR EQUIPMENT		1,000.00
001.000.62.524.10.42.00 COMMUNICATIONS		500.00
	Total Operating Expenditures	149,623.00
	Total Expenditures	149,623.00
	Net Budget	149,623.00

Decision Package: 620-24001 - Boards and Commission Support

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/10/2023	2024	hlakefish	0	1	Ongoing	Pending

Item Description

Combine Budget Fund 014 (Historic Preservation) with 2023 Council Package 49 (Hybrid Meetings Support) to create one ongoing line item for boards and commissions supported by the Planning and Development Department (Architectural Design Board, Historic Preservation Commission, Planning Board, and Tree Board).

Justification

Combining the items to provide one budget to support boards and commissions will provide additional flexibility for the Planning and Development Department. Staff has identified potential costs savings for the production of the Historic Preservation Commission's annual calendar (Item 014) that should free up additional funds for other boards and commissions.

The decision package removes the budget in Fund 014 and moves the remaining fund balance to the General Fund. The request will be made in 2024 to close Fund 014 Historic Preservation Gift Fund.

Describe All Funding Sources

General fund.

Describe Future or Ongoing Costs

The city anticipates incurring ongoing costs of approximately \$10,000

Project Status (if applicable)

N/A

FISCAL DETAILS		2024
Operating Expenditures		
001.000.62.558.60.41.00	PROFESSIONAL SVC	10,000.00
014.000.62.557.20.31.00	SUPPLIES	-100.00
014.000.62.557.20.41.00	PROFESSIONAL SERVICES	-100.00
014.000.62.557.20.41.40	ADVERTISING	-100.00
014.000.62.557.20.49.00	MISCELLANEOUS	-5,600.00
014.000.62.597.57.55.01	TRANSFER TO FUND 001	11,701.00
	Total Operating Expenditures	15,801.00
	Total Expenditures	15,801.00
Revenues		
001.000.397.57.014.00	TRANSFER FROM 014	-11,701.00
	Total Revenues	-11,701.00
	Net Budget	4,100.00

Decision Package: 640-24006 - Sound Salmon Solutions Contract Increase

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/11/2023	2024	chaslam	0	4	Ongoing	Pending

Item Description

Request to increase the contract allocation for Sound Salmon Solutions, the Edmonds Stewards volunteer program by \$6,000 for a total of \$16,000 per year. The program has continued to grow and the effort required to sustain the program in future years exceeds current funding. It is estimated that in order to fully serve the community need, an additional \$6,000 is needed to cover staff time, tools, and native plants.

Justification

There is a growing need for habitat restoration activities in Edmonds to protect our natural areas, increase tree canopy, and control the growth of invasive weeds in parks. Volunteer Edmonds Stewards serve an essential role in accomplishing this work, holding regular monthly work parties in parks throughout Edmonds. They also help City staff host large public stewardship events such as the annual Earth Day and Arbor Day events that bring our community together to provide hundreds of volunteer service hours to sustain healthy and sustainable ecosystems in our parks.

As the Edmonds Stewards program has expanded and become more visible, Stewards are increasingly being approached by school groups, community groups, and corporate groups that would like to join them for a special service event in an Edmonds park. The Stewards are eager to expand their role to serve this need, but additional staff time is required by Sound Salmon Solutions to coordinate this additional programming. This budget increase would enable the Stewards to host these additional events and purchase more tools and native trees and plants for the program. It would also help support additional outreach efforts regarding habitat conservation in Edmonds.

Describe All Funding Sources

This is funded through the general fund which received a \$75,000 contribution from the Parks Trust (Discovery program) Fund 136 when it was closed.

Describe Future or Ongoing Costs

This increase is ongoing but should not need to be increased for the next several years.

Project Status (if applicable)

Sound Salmon Solutions contract is currently \$10,000 per year, this will increase their contract to \$16,000 per year.

FISCAL DETAILS	2024
Operating Expenditures	
001.000.64.571.21.41.00 PROFESSIONAL SVC	6,000.00
Total Operating Expenditures	6,000.00
Total Expenditures	6,000.00
Net Budget	6,000.00

Decision Package: 640-24005 - Parks Maintenance Yard Lease

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/08/2023	2024	chaslam	0	3	Ongoing	Pending

Item Description

Payment for the lease of a fenced commercial property in South Edmonds for 7 months, to provide additionally needed yard space for an expanded Park Maintenance program. In 2023 the Council approved the lease agreement with a capped rate of \$7,000 per month.

Justification

The council-approved expansion of the parks maintenance division of new employees and related vehicles, trailers, equipment and supplies increased the space needs which exceeded the existing parks shop facility. A lease agreement was approved by City Council on June 20, 2023 to lease a commercial property in South Edmonds.

Describe All Funding Sources

This is a general fund expense.

Describe Future or Ongoing Costs

The lease agreement is up to three years in length, but on an annual renewal basis (August). This is a temporary solution for an existing situation which requires additional yard space. Future solutions will be considered from the information provided by the 2024 Comp Plan Facilities Element and would possibly include the re-configuration and use of existing city facilities and possibly the eventual design and construction of a new parks maintenance shop as identified in the Parks CIP.

Project Status (if applicable)

The year-long lease went into effect August 1, 2023 and has two (2) one-year extension options.

FISCAL DETAILS	2024
Operating Expenditures	
001.000.64.576.80.45.00 RENTAL/LEASE	49,000.00
Total Operating Expenditures	49,000.00
Total Expenditures	49,000.00
Net Budget	49,000.00

Decision Package: 660-24005 - Security and safety system changes

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	5	One-Time	Pending

Item Description

City staff and building users expect safe and secure public facility's, as the city grows and encounters new security and safety challenges it is imparative for the City to maintain and update electronic monitoring systems/tools to assist in maintaining safety and security. Burglary alarms, panic devices, and security cameras and eight buildings need updates and or additional protection.

Justification

Safety and Security of City staff and the public while using city facilities is imparitive to maintaining te public'sconfidence that the City is serious about the safety for all who use City facilities. Evolving utilization of City facilities, for large events and new programing has surpassed existing safety and security system capabilities. In order to maintain expected safety standards the City must regularly update our building systems to meet the current and future uses of our facilities. Additional

Describe All Funding Sources

General Fund

Describe Future or Ongoing Costs

Repair and Maintenance

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
001.000.66.518.30.48.00 REPAIR/MAINT		125,000.00
	Total Operating Expenditures	125,000.00
	Total Expenditures	125,000.00
	Net Budget	125,000.00

Decision Package: 670-24016 - Public Works Records Administrator

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/25/2023	2024	erodarte	0	1	Ongoing	Pending

Item Description

Public Works Records Administrator

Justification

The Public Works Department has identified the need to improve and bring current record keeping related to City owned above ground and below ground infrastructure, City projects and privately owned encroachments into the City right-of-way, that will need to be kept in perpetuity for repair, maintenance, and operational needs of City owned assets. These records consist of construction plans, as-built plans, agreements, easements, street vacations, street dedications, utility abandonment documents, etc. The current libraries of City assets/record drawings are a mix of paper and electronic scanned records spanning a multitude of differing filing systems, making their use challenging and time consuming.

A large number of records have been created in the last 100 years with the vast majority being paper records. These records are stored in various locations and have various number/filing systems assigned to them. As most cannot be accessed electronically, there is no efficient way to recover these records which provide critical information for project planning, design, construction, and maintenance. As private development and City capital utility and infrastructure replacement projects are constructed, more records are created, and the backlog of un-filed, inaccessible records continues to build.

The Public Works Records Administrator is a critical and much needed position within the operational organization. This position will establish and formalize a process that accounts for and makes electronically accessible all existing and future record drawings created through capital and private development construction projects. Access to current asbuilt, easement, and encroachment records will be provided through the City's GIS web map. Upon completion of the Official Street Map Update, which is currently being managed by a separate project under the development services director, this position will continually update and maintain the GIS web map and official records associated with any future street dedications or street vacations.

Describe All Funding Sources

Water, Stormwater and Sewer Utility Funds

Describe Future or Ongoing Costs

\$101,600 This is an ongoing full time position in the Public Works Department

Project Status (if applicable)

New Item For Council To Consider

FISCAL DETAILS

2024

Operating Expenditures

001.000.67.518.21.11.00 SALARIES/WAGES	78,155.00
001.000.67.518.21.23.00 BENEFITS	23,445.00
421.000.74.534.80.41.61 INTERFUND SERVICES	33,867.00
422.000.72.531.70.41.61 INTERFUND SERVICES	33,867.00
423.000.75.535.80.41.61 INTERFUND SERVICES	33,866.00
512.000.31.518.88.35.00 SMALL EQUIPMENT	4,000.00
Total Operating Expenditures	<u>207,200.00</u>
Total Expenditures	207,200.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-101,600.00
Total Revenues	<u>-101,600.00</u>
Net Budget	105,600.00

Decision Package: 670-24021 - Armadillo Tracker - Traffic Data Collector

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/26/2023	2024	erodarte	0	1	One-Time	Pending

Item Description

Armadillo Tracker - Traffic Data Collector

Justification

The Armadillo Tracker traffic data collector collects vehicle speed data more efficiently and safely compared to the tube traffic data collector. The device does not require staff to install pavement nails in the street (avoiding traffic) to pin the tubes in place and is less likely to be vandalized than the tubes. The device will be used for the traffic calming program and will be the second unit purchased by the City. The original unit was purchased in 2019.

Describe All Funding Sources

General Fund

Describe Future or Ongoing Costs

\$3,500

Project Status (if applicable)

New Item For Council To Consider

FISCAL DETAILS		2024
Operating Expenditures		
001.000.67.518.21.35.00 SMALL EQUIPMENT		3,500.00
	Total Operating Expenditures	3,500.00
	Total Expenditures	3,500.00
	Net Budget	3,500.00

Decision Package: 680-24002 - Purchase of Brine Machine for Ice Control

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/27/2023	2024	cmerritt	0	1	Ongoing	Pending

Item Description

Purchase of brine maker. This piece of equipment mixes a salt solution to the exact salt to water ratio. This increases the brine's essential function of preventing snow and ice buildup while having the least environmental impact as possible.

Justification

Part of the City's wish to improve the ability to respond to snow events on par with our neighboring communities will require us to utilize more salt based materials. One tool we can purchase is a brine maker. This piece of equipment mixes a salt solution to the exact salt to water ratio. This increases the brine's essential function of preventing snow and ice buildup while having the least environmental impact as possible. The city already possesses an application truck that we have used for CMA (Calcium Magnesium Acetate). This truck can be easily converted to apply the salt brine solution rather than the CMA.

Describe All Funding Sources

Street Fund - ongoing expenses for maintenance annually

Describe Future or Ongoing Costs

Street Fund

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
111.000.68.542.66.35.00 SMALL EQUIPMENT		70,000.00
	Total Operating Expenditures	70,000.00
	Total Expenditures	70,000.00
	Net Budget	70,000.00

Decision Package: 740-24001 - Utility Customer Merchant Fees

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	1	Ongoing	Pending

Item Description

Increase in merchant fees - These costs are the transaction fees accrued when utility customers use a debit or credit card to pay their utility bill or purchase permits and licenses.

Justification

The city has seen an increase of utility customers choosing online and phone payment options. This adjustment is to reflect the changes in utility customer payment preferences and vendor transaction fee structure.

Describe All Funding Sources

Utility Fund

Describe Future or Ongoing Costs

Water and Sewer Miscellaneous - Merchant Fees

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS 2024

Operating Expenditures

421.000.74.534.80.49.00 MISCELLANEOUS	80,000.00
423.000.75.535.80.49.00 MISCELLANEOUS	200,000.00
Total Operating Expenditures	280,000.00
Total Expenditures	280,000.00
Net Budget	280,000.00

Decision Package: 740-24002 - Water Utility Small Equipment Replacement

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	2	One-Time	Pending

Item Description

Water Department - Small Equipment replacement. Replacing tapping equipment used for the installation of water services of various sizes to acive water mains In addition, the purchase of power unit for the tapping equipment. Replacing "jumping jack" soil compactor used for trench and road restoration after an excavation.

Justification

Current equipment has reached th end of it's life. Tapping equipmment is used for making connections to live water mains, while minimizing service outages when adding newe services to the existing system. A power uit for th etapping equipment will be purchase for safer and more efficient tapping We will be replacing one o the Water Department wacker jumping jak compactors that has come to the end of its service life.

Describe All Funding Sources

Water Fund

Describe Future or Ongoing Costs

Small Equipment for Water Utility

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
421.000.74.534.80.35.00 SMALL EQUIPMENT		8,960.00
	Total Operating Expenditures	8,960.00
	Total Expenditures	8,960.00
	Net Budget	8,960.00

Decision Package: 740-24003 - Utility Locator Position - PW FTE

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	2	One-Time	Pending

Item Description

Add one Utility Locator FTE to Public Works

Justification

Upon request, underground utilities must mark or identify their facilities as directed by " Dig Law" (RCW 19.122) . Currently, each department (Storm, Street, Sewer, & Water) are marking their own facilities, requiring multiple staff responses to a single locate request. This position will consolidate locating responsibilities of the three utility departments and aid the Traffic Control technician in locating traffic control/light infrastructure. The position will also assist the GIS technicians in locating and mapping of city facilities.

Describe All Funding Sources

Multiple Funds

Describe Future or Ongoing Costs

Combined Utility Expenses

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
421.000.74.534.80.11.00 SALARIES		36,666.00
421.000.74.534.80.23.00 BENEFITS		10,320.00
422.000.72.531.70.11.00 SALARIES		36,667.00
422.000.72.531.70.23.00 BENEFITS		10,320.00
423.000.75.535.80.11.00 SALARIES		36,666.00
423.000.75.535.80.23.00 BENEFITS		10,320.00
Total Operating Expenditures		<u>140,959.00</u>
Total Expenditures		<u>140,959.00</u>
Net Budget		<u>140,959.00</u>

Decision Package: 670-24001 - Phase 15 WL Replacement (2025)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Phase 15 WL Replacement (2025)

Justification

Per the approved 2017 Water Comprehensive Plan, the project will replace/maintain pipe and related appurtenances at various locations throughout the City due to old age, being undersized, need to increase flow or pressure, or more prone to breakage due to its material properties.

Describe All Funding Sources

Water Fund 421

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$3.8 million.

Project Status (if applicable)

Design to begin in 2024. Construction to start spring 2025.

FISCAL DETAILS		2024
Capital Expenditures		
421.000.74.534.34.41.67 INTERFUND SERVICES - CAPITAL		60,000.00
421.000.74.594.34.41.00 CAPITAL PROFESSIONAL SERVICES		366,000.00
	Total Capital Expenditures	426,000.00
	Total Expenditures	426,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-60,000.00
	Total Revenues	-60,000.00
	Net Budget	366,000.00

Decision Package: 670-24003 - Yost and Seaview Reservoirs Repairs & Upgrades

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Yost and Seaview Reservoirs Repairs & Upgrades

Justification

This work is being done to provide structural upgrades, repair leakages, and operational upgrades to our two underground potable water storage reservoirs. Findings completed in early 2023 were used to determine order of magnitude/preliminary costs and next steps for the now planned repairs and upgrades project. The Yost Reservoir report shows that it will need a major structural and seismic retrofit, plus repairs to address leakage from the reservoir. The report for the Seaview Reservoir shows similar issues as the Yost Reservoir, with a less serious leakage issue.

Describe All Funding Sources

Water Fund 421

Describe Future or Ongoing Costs

Design costs for the Yost and Seaview Reservoir Rehabilitation and upgrades are estimated at about \$1,500,000. Preliminary/conceptual level construction costs to repair and upgrade the two reservoirs are estimated to be in the range of \$3.5 to \$4.0 million for each reservoir. Since this is an estimate that was completed prior to finalizing design and due to current market and supply chain volatility, the cost values calculated will need to be monitored and re-evaluated numerous times during the project.

Project Status (if applicable)

Design has started, with completion expected late 2024. Construction expected to start 2025 and be complete in 2026.

FISCAL DETAILS		2024
Capital Expenditures		
421.000.74.534.34.41.67 INTERFUND SERVICES - CAPITAL		50,000.00
421.000.74.594.34.41.00 CAPITAL PROFESSIONAL SERVICES		800,000.00
	Total Capital Expenditures	850,000.00
	Total Expenditures	850,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-50,000.00
	Total Revenues	-50,000.00
	Net Budget	800,000.00

Decision Package: 670-24002 - 2024 Waterline Replacement Overlays

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 Waterline Replacement Overlays

Justification

Road pavement overlays to cover areas of roadways that were excavated and patched in previous years as part of the Waterline Replacement Projects.

Describe All Funding Sources

Water Fund 421

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$225,000.

Project Status (if applicable)

Design to begin in 2024. Construction to mid 2024.

FISCAL DETAILS 2024

Capital Expenditures

421.000.74.534.80.41.21 PROFESSIONAL SERVICE-ROADWAY	30,000.00
421.000.74.534.80.48.21 REPAIR & MAINTENANCE-ROADWAY	185,000.00
421.000.74.534.81.41.67 INTERFUND SERVICES - ROADWAY	10,000.00
Total Capital Expenditures	225,000.00
Total Expenditures	225,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-10,000.00
Total Revenues	-10,000.00
Net Budget	215,000.00

Decision Package: 670-24019 - Drinking Water System Model Update

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/26/2023	2024	erodarte	0	1	One-Time	Pending

Item Description

Review and update of the existing drinking water system model to verify that our existing water utility system can keep up with fire protection and drinking water needs in relation to the projected population growth.

Justification

The City's planning department is in the process of updating its comprehensive plan. As part of that process, the property zoning will be reviewed and updated. The model will also aid in being proactive in determining which systems might require upsizing in the future in order to ensure continued reliable water service within the City of Edmonds' water service area.

Describe All Funding Sources

Water

Describe Future or Ongoing Costs

\$100,000

Project Status (if applicable)

New Item For Council To Consider

FISCAL DETAILS		2024
Operating Expenditures		
421.000.74.534.80.41.10 PROFESSIONAL SERVICES-ENG.		90,000.00
421.000.74.534.80.41.67 INTERFUND SERVICES		10,000.00
Total Operating Expenditures		<u>100,000.00</u>
Total Expenditures		100,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-10,000.00
Total Revenues		<u>-10,000.00</u>
Net Budget		90,000.00

Decision Package: 670-24023 - Records Management & Scanning Services

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/26/2023	2024	erodarte	0	1	One-Time	Pending

Item Description

Records Management & Scanning Services

Justification

This item will provide funding to hire a consultant to assess existing records and scan documents that are required per the Washington State Archives records retention schedule. The public works documents are related to project files, permits, plans, specifications and as-built drawings.

Describe All Funding Sources

Utility Funds

Describe Future or Ongoing Costs

\$100,000

Project Status (if applicable)

New Item For Council To Consider

FISCAL DETAILS

2024

Operating Expenditures

421.000.74.534.80.41.00 PROFESSIONAL SVC	33,333.00
422.000.72.531.90.41.00 PROFESSIONAL SERVICES	33,333.00
423.000.75.535.80.41.00 PROFESSIONAL SVC	33,334.00
Total Operating Expenditures	<u>100,000.00</u>
Total Expenditures	<u>100,000.00</u>
Net Budget	100,000.00

Decision Package: Cap-24001 - Phase 13 WL Replacement (2023)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Phase 13 WL Replacement (2023)

Justification

Per the approved 2017 Water Comprehensive Plan, the project will replace/maintain pipe and related appurtenances at various locations throughout the City due to old age, being undersized, need to increase flow or pressure, or more prone to breakage due to its material properties.

Describe All Funding Sources

Water Fund 421

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$2,122,100 million.

Project Status (if applicable)

Construction in progress. Construction to be complete late fall 2023 with closeout to finish early 2024.

FISCAL DETAILS		2024
Capital Expenditures		
421.000.74.534.34.41.67 INTERFUND SERVICES - CAPITAL		10,000.00
	Total Capital Expenditures	<u>10,000.00</u>
	Total Expenditures	<u>10,000.00</u>
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-10,000.00
	Total Revenues	<u>-10,000.00</u>
	Net Budget	<u>0.00</u>

Decision Package: Cap-24002 - Phase 14 WL Replacement (2024)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaain	0	1	One-Time	Pending

Item Description

Phase 14 WL Replacement (2024)

Justification

Per the approved 2017 Water Comprehensive Plan, the project will replace/maintain pipe and related appurtenances at various locations throughout the City due to old age, being undersized, need to increase flow or pressure, or more prone to breakage due to its material properties.

Describe All Funding Sources

Water Fund 421

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$3.4 million.

Project Status (if applicable)

Design to began spring 2023. Construction to start spring 2024.

FISCAL DETAILS 2024

Capital Expenditures

421.000.74.534.34.41.67 INTERFUND SERVICES - CAPITAL	125,000.00
421.000.74.594.34.41.00 CAPITAL PROFESSIONAL SERVICES	220,000.00
421.000.74.594.34.65.10 CONSTRUCTION PROJECTS	2,955,000.00
Total Capital Expenditures	3,300,000.00
Total Expenditures	3,300,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-125,000.00
Total Revenues	-125,000.00
Net Budget	3,175,000.00

Decision Package: Cap-24009 - PW Parking Lot Apron Repair & UST Repl.

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/14/2023	2024	mcaain	0	1	One-Time	Pending

Item Description

Public Works Parking Lot Apron Repair and Underground Storage Tank Replacement

Justification

The concrete apron adjacent to the equipment bays at the Public Works Facilities building is settling due to poor fill/soil conditions beneath the apron. The existing underground storage tanks for gas and diesel need to be replaced and will be included in the project.

Describe All Funding Sources

Shared by Utility Funds

Describe Future or Ongoing Costs

Cost TBD.

Project Status (if applicable)

Preliminary designs and geotechnical report completed for the concrete apron replacement. Final design in 2024 and construction in 2025.

FISCAL DETAILS		2024
Capital Expenditures		
421.000.74.534.34.41.67 INTERFUND SERVICES - CAPITAL		5,000.00
421.000.74.594.34.41.00 CAPITAL PROFESSIONAL SERVICES		30,000.00
422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL		5,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES		30,000.00
423.000.75.535.35.41.67 INTERFUND SERVICES - CAPITAL		5,000.00
423.000.75.594.35.41.00 CAPITAL PROFESSIONAL SERVICES		30,000.00
Total Capital Expenditures		<u>105,000.00</u>
Total Expenditures		<u>105,000.00</u>
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-15,000.00
Total Revenues		<u>-15,000.00</u>
Net Budget		<u>90,000.00</u>

Decision Package: 720-24001 - Waste Disposal

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/27/2023	2024	moles	0	1	Ongoing	Pending

Item Description

The cost of waste disposal has increased. This is funding for the proper legal disposal of vector grit, street sweepings, waste dirt, waste concrete and asphalt.

Justification

increased disposal costs

Describe All Funding Sources

The Storm Utility fund

Describe Future or Ongoing Costs

disposal costs

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS 2024

Operating Expenditures		
422.000.72.531.10.49.00 MISCELLANEOUS		8,000.00
Total Operating Expenditures		8,000.00
Total Expenditures		8,000.00
Net Budget		8,000.00

Decision Package: 670-24006 - Edmonds Marsh Water Quality Improvement Project

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Edmonds Marsh Water Quality Improvement Project

Justification

The project will be improving water quality of stormwater runoff by replacing existing catch basins along the west side of SR-104 funded via a DOE grant and on the east side of SR-104 via a state funded appropriation. The catch basins will be replaced with catch basins that include stormwater filter cartridges. Staff proposes this effort in order to provide water quality mitigation for all discharges that directly enter the marsh from these locations. Additionally, new research has identified a chemical in tire production causing pre-spawn mortality in salmon, further cementing the linkage between vehicle traffic and poor water quality for fish habitat. By improving the water quality inputs of stormwater, the future marsh can provide better habitat for the return of salmon to the marsh. The project was previously included in the 2021 budget documents as only a "Phase 1" project specific to the west side of SR-104. However, with this additional funding identified, staff propose to expand this effort to provide water quality mitigation for the east side of SR-104 as well.

Describe All Funding Sources

Phase 1 had previously secured a \$313,500 Ecology grant with a 25% local match from the stormwater fund 422 to cover the catch basins on the west side of SR-104. The \$458,000 state appropriation will expand the project to include the catch basins on the east side of SR-104.

Describe Future or Ongoing Costs

The preliminary cost estimate for this project is \$876,000. The project will increase staff maintenance needs, since the filter cartridges will require maintenance and replacement.

Project Status (if applicable)

Phase 1 Design will begin late 2023 and be completed in 2024; planned for 2025 construction.

FISCAL DETAILS

2024

Capital Expenditures

422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL	30,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES	60,000.00
Total Capital Expenditures	<u>90,000.00</u>
Total Expenditures	<u>90,000.00</u>

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-30,000.00
422.000.334.00.000.00 GRANTS - BUDGET ONLY	-78,750.00
Total Revenues	<u>-108,750.00</u>
Net Budget	<u>-18,750.00</u>

Decision Package: 670-24007 - Lower Perrinville Creek Restoration Project

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaain	0	1	One-Time	Pending

Item Description

Lower Perrinville Creek Restoration Project

Justification

The purpose of this project is to improve the environmental health of the creek necessary to support fish habitat, and to restore the storm water capacity. The project consists of the modifications to three structures that currently prevent fish passage and are undersized for the flows on the creek, (1) the culvert at the BNSF track, remove and replace with a fish-friendly culvert or bridge with adequate flow capacity, (2) return flow to the creek between the diversion structure and the BNSF culvert by blocking the structure and restoring creek capacity and (3) culvert at Talbot Road, remove and replace with a fish-friendly culvert or bridge that provides adequate fish passage and storm water flow capacity. This project will increase the resiliency of the watershed by building the structures that mimic the natural channel performance necessary for fish habitat and stormwater flow capacity. The project also includes time and effort to research and apply for supplemental/additional funding sources for construction. Due to the project complexity and number of stakeholders, the planning and design phase is estimated to be 2-years.

Describe All Funding Sources

Stormwater Funds (422) & ARPA Funding

Describe Future or Ongoing Costs

The preliminary conceptual cost estimate for this project is \$7.636M. The project will reduce City maintenance needs in the future and improve creek habitat and function, which will increase the overall health of this ecosystem.

Project Status (if applicable)

Current activities in progress include the coordination of construction easement with adjacent property owners, preliminary stream alignment design for the section that leads to the BNSF culvert, and continuous consultation and coordination with all stakeholders including the COE community, property owners and government agencies to acquire needed permits and agreements. Progress to get agreements in place from the respective stakeholders has been challenging and time consuming.

FISCAL DETAILS

2024

Capital Expenditures

422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL	45,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES	230,000.00
Total Capital Expenditures	<u>275,000.00</u>
Total Expenditures	<u>275,000.00</u>

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-45,000.00
422.000.333.21.019.00 CORONAVIRUS RELIEF FUND	-114,000.00
Total Revenues	<u>-159,000.00</u>
Net Budget	<u>116,000.00</u>

Decision Package: 670-24009 - Phase 5 Storm Maintenance Project (2025)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Phase 5 Storm Maintenance Project (2025)

Justification

Annual storm drain replacement project for 2025 construction. Project proposes to replace or rehabilitate storm drain infrastructure in several locations throughout the City. Location of work identified by City crews via first hand knowledge or video inspection results. Much of Edmonds stormwater infrastructure is past its lifespan and requires routine replacement or repair in order to preserve the function of the storm drain system. Failure to conduct annual maintenance projects will increase chances of a storm drain system failure.

Describe All Funding Sources

Stormwater Funds (422)

Describe Future or Ongoing Costs

Project total estimated at approx. \$2.0 million for design and construction. On-going maintenance costs are anticipated to be typical for conveyance systems and comparable to pre-project conditions.

Project Status (if applicable)

Project design to start in 2024. Construction expected to start spring 2025.

FISCAL DETAILS		2024
Capital Expenditures		
422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL		50,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES		274,000.00
	Total Capital Expenditures	324,000.00
	Total Expenditures	324,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-50,000.00
	Total Revenues	-50,000.00
	Net Budget	274,000.00

Decision Package: 670-24010 - Storm and Surface Water Comprehensive Plan Update

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Storm and Surface Water Comprehensive Plan Update

Justification

The existing stormwater comprehensive plan was last updated in 2010 and is in need of update. This project would be a comprehensive evaluation of the City's storm drain system and operations with recommendations for improvements or adjustments and recommended priorities for selecting future capital maintenance projects.

Describe All Funding Sources

Stormwater Funds (422)

Describe Future or Ongoing Costs

Project total is currently estimated at \$733,000 for the completed plan. Per the State Department of Ecology, the plan will also include the work findings from their required (Stormwater Management Action Plan) SMAP process of City drainage watersheds. As required by Ecology, the SMAP work was completed in 2023. No on-going cost are anticipated except to implement any recommended improvements or projects, which will be done as new capital projects with due budget planning/process. Project will also include recommendations for stormwater utilities rates to be adjusted at the discretion of Council.

Project Status (if applicable)

SMAP process completed in 2023. Public outreach process for the comprehensive plan to begin 3rd quarter of 2023.

FISCAL DETAILS

2024

Capital Expenditures

422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL	70,000.00
422.000.72.531.90.41.20 PROF. SERVICES-ENGINEERING	280,000.00
Total Capital Expenditures	350,000.00
Total Expenditures	350,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-70,000.00
Total Revenues	-70,000.00
Net Budget	280,000.00

Decision Package: 670-24011 - Perrinville Creek Basin Analysis Update

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Perrinville Creek Basin Analysis Update

Justification

City of Edmonds and Lynnwood joint project to supplement/update the Perrinville Creek 2015 basin analysis that determined possible locations for projects that would help decrease the peak storm flows during high rain events. Project will be updated to reflect projects completed and also determine if there are other locations within the basin to aid in the reduction of peak flows in the basin.

Describe All Funding Sources

\$150,000 in Stormwater Funds (422) and \$469,200 Department of Ecology Grant that will be split 50/50 with the City of Lynnwood. Lynnwood will also include \$35,190 in matching funds.

Describe Future or Ongoing Costs

Project will update basin analysis which will determine what future projects need to be done within the basin.

Project Status (if applicable)

Study to begin late 2023.

FISCAL DETAILS		2024
Capital Expenditures		
422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL		10,000.00
422.000.72.531.90.41.20 PROF. SERVICES-ENGINEERING		584,390.00
	Total Capital Expenditures	594,390.00
	Total Expenditures	594,390.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-10,000.00
422.000.334.00.000.00 GRANTS - BUDGET ONLY		-453,390.00
	Total Revenues	-463,390.00
	Net Budget	131,000.00

Decision Package: 670-24008 - 2024 SD Overlays

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 SD Overlays

Justification

Street pavement overlays to pave areas that were excavated and patched in previous years as part of the storm maintenance replacement projects.

Describe All Funding Sources

Stormwater Funds (422)

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$315,000.

Project Status (if applicable)

Design to begin in 2024. Construction to start 2024.

FISCAL DETAILS 2024

Capital Expenditures

422.000.72.531.90.41.21 PROFESSIONAL SERVICES-ROADWA	30,000.00
422.000.72.531.90.41.67 INTERFUND SERVICES-ROADWAY	15,000.00
422.000.72.531.90.48.21 REPAIR & MAINTENANCE-ROADWAY	270,000.00
Total Capital Expenditures	315,000.00
Total Expenditures	315,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-15,000.00
Total Revenues	-15,000.00
Net Budget	300,000.00

Decision Package: 720-24002 - Utilities rate increase

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/27/2023	2024	moles	0	2	Ongoing	Pending

Item Description

utilities cost increase

Justification

keep pace with ther power bills

Describe All Funding Sources

Storm Utility fund

Describe Future or Ongoing Costs

power bill increases

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS

2024

Operating Expenditures

422.000.72.531.90.47.00 UTILITIES	2,625.00
Total Operating Expenditures	2,625.00
Total Expenditures	2,625.00
Net Budget	2,625.00

Decision Package: Cap-24006 - Perrinville Creek Flow Management Projects

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Perrinville Creek Flow Management Projects

Justification

Reducing scouring flows, in order to reduce sediments load, in Perrinville Creek was identified in a previous basin report completed in 2015 as a critical element of restoring this creek which has been significantly impacted by urban development. The projects funded via this item are incremental steps toward recovering this stream run as adequate fish habitat. These efforts have become even more critical given recent challenges around the Perrinville Creek outfall area. This project is a fund for implementing projects within the Perrinville Creek basin to reduce scour flows in the creek. It allows staff flexibility to respond to opportunities such as rain garden cluster projects, or ensure matching funds are available for grant applications for flow reductions projects.

Describe All Funding Sources

Stormwater Funds (422)

Describe Future or Ongoing Costs

Future uses would be for general flow reduction projects within the Perrinville basin and would be balanced or shifted around from year to year as needed to fully fund complete projects.

Project Status (if applicable)

Staff will coordinate with Snohomish Conservation District to seek opportunities to implement improvements in this basin.

FISCAL DETAILS		2024
Capital Expenditures		
422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL		10,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES		10,000.00
422.000.72.594.31.65.20 CONSTRUCTION PROJECTS		80,000.00
	Total Capital Expenditures	100,000.00
	Total Expenditures	100,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-10,000.00
	Total Revenues	-10,000.00
	Net Budget	90,000.00

Decision Package: Cap-24007 - Phase 4 Storm Maintenance Project (2024)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Phase 4 Storm Maintenance Project (2024)

Justification

Annual storm drain replacement project for 2024 construction. Project proposes to replace or rehabilitate storm drain infrastructure in several locations throughout the City. Location of work identified by City crews via first hand knowledge or video inspection results. Much of Edmonds stormwater infrastructure is past its lifespan and requires routine replacement or repair in order to preserve the function of the storm drain system. Failure to conduct annual maintenance projects will increase chances of a storm drain system failure.

Describe All Funding Sources

Stormwater Funds (422)

Describe Future or Ongoing Costs

Project total estimated at approx. \$1.5 million for design and construction. On-going maintenance costs are anticipated to be typical for conveyance systems and comparable to pre-project conditions.

Project Status (if applicable)

Project design to start mid 2023. Construction expected to start spring 2024.

FISCAL DETAILS		2024
Capital Expenditures		
422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL		62,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES		120,000.00
422.000.72.594.31.65.20 CONSTRUCTION PROJECTS		1,195,000.00
	Total Capital Expenditures	<u>1,377,000.00</u>
	Total Expenditures	1,377,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-62,000.00
	Total Revenues	<u>-62,000.00</u>
	Net Budget	1,315,000.00

Decision Package: Cap-24008 - 7317 Lake Ballinger Way Floodplain

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/21/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

7317 Lake Ballinger Way Floodplain Purchase & Structure Removal

Justification

The project proposes to purchase an existing single family residential property located within the Lake Ballinger flood plain. The City secured a \$500,000 Department of Ecology grant to aid in this process. The home is the lowest property on the lake and is badly damaged from previous flooding to the point it is generally uninhabitable. It is also nearly undevelopable due to the flood plain and critical area regulations onsite.

The City intends to remove the home and any pollution generating surfaces from the site as part of the initial effort on the site. The grant has restrictions for allowing this parcel to be used for public use. After demolition of the structures and impervious surfaces, the planned site use would be for public utility benefit only. Because the City storm drain line for SR-104 cuts through in an easement immediately adjacent to this parcel, the City plans to pursue a future project to split appropriate flows from the City system and provide water quality treatment to the maximum extent feasible. The future project would provide water quality treatment for a very heavily trafficked highway (SR-104) and would make significant improvement in water quality to Lake Ballinger and its downstream course to Lake Washington via McAleer Creek.

Describe All Funding Sources

Stormwater Funds (422) and \$500,000 Department of Ecology Grant.

Describe Future or Ongoing Costs

Project total cost is estimated at \$750,000. No on-going cost are anticipated except to implement any recommended work, which will be done as part of this project and will be covered by the budget requested as part of this decision package.

Project Status (if applicable)

Site assessments, wetland delineations, contamination assessments are complete. The appraisal process is in progress. Data to be used in process to acquire property in late 2023. Residence demolition and vegetation restoration to the site expected to take place in 2024.

FISCAL DETAILS

2024

Capital Expenditures

422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL	30,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES	20,000.00
422.000.72.594.31.65.20 CONSTRUCTION PROJECTS	70,000.00
Total Capital Expenditures	<u>120,000.00</u>
Total Expenditures	<u>120,000.00</u>

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-30,000.00
422.000.334.00.000.00 GRANTS - BUDGET ONLY	-27,500.00
Total Revenues	<u>-57,500.00</u>
Net Budget	<u>62,500.00</u>

Decision Package: 750-24001 - Sewer Division Shoring Equipment

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	2	One-Time	Pending

Item Description

Shoring boxes are used during trenching as a safety measure. These safety measures are used to protect employees from a trench collapse during deep excavations for water and sewer utility repairs.

Justification

The Water Department purchased an aluminum shoring system in 2022. The Sewer Department also utilizes that aluminum shore system for sewer main repairs. The Sewer Department has been able to make sewer main repairs that otherwise would have required an outside contractor due to equipment limitations. Requesting a second aluminum shoring box to complement the current box allows the sewer crew to make repairs at a greater depth than can be made with the current system. Requesting flatbed trailer that can be used to transport the shoring system and be ready for planned work or emergency responses.

Describe All Funding Sources

Sewer Fund

Describe Future or Ongoing Costs

Small Equipment in the Sewer Fund

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.594.35.64.00 MACHINERY/EQUIPMENT		30,000.00
	Total Operating Expenditures	30,000.00
	Total Expenditures	30,000.00
	Net Budget	30,000.00

Decision Package: 750-24002 - Sewer Maintenance/GIS Worker

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	2	One-Time	Pending

Item Description

Add one Senior Sewer Maintenance/GIS Worker FTE to the Sewer Department.

Justification

To fulfill the need to keep maps and the Geographical Information System (GIS) for the sewer and water system updated. This position will map city-owned water and sewer facilities with the use of Global Positioning System (GPS) equipment. Projects will include the mapping of city water meters and validating natural gas line cross bore videos submitted by Puget Sound Energy. The position will also assist in maintaining the city asset management system. Additional duties shall include assisting the City's Engineering department with field inspection of Capital projects and Developer Extensions to assure city standards are met, all while documenting the final product. This position can perform all duties of the Senior Sewer Maintenance worker classification.

Describe All Funding Sources

Sewer Utility

Describe Future or Ongoing Costs

Sewer Salary ad Benefits

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.535.80.11.00 SALARIES		110,000.00
423.000.75.535.80.23.00 BENEFITS		30,959.00
	Total Operating Expenditures	140,959.00
	Total Expenditures	140,959.00
	Net Budget	140,959.00

Decision Package: 670-24004 - Phase 10 Sewer Replacement (2023)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Phase 10 Sewer Replacement (2023)

Justification

Per the approved 2013 Sewer Comprehensive Plan, the project will replace pipe and related appurtenances at various locations throughout the City due to old age, being undersized, need to increase capacity, or more prone to breakage due to its material properties.

Describe All Funding Sources

Sewer Fund 423

Describe Future or Ongoing Costs

Total project cost estimated at \$1.8 million.

Project Status (if applicable)

Project construction in progress. Construction to be complete late fall 2023 with closeout to finish early 2024.

FISCAL DETAILS		2024
Capital Expenditures		
423.000.75.535.35.41.67 INTERFUND SERVICES - CAPITAL		10,000.00
	Total Capital Expenditures	<u>10,000.00</u>
	Total Expenditures	10,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-10,000.00
	Total Revenues	<u>-10,000.00</u>
	Net Budget	0.00

Decision Package: 670-24005 - Phase 12 Sewer Replacement (2025)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Phase 12 Sewer Replacement (2025)

Justification

Per the approved 2013 Sewer Comprehensive Plan, the project will replace pipe and related appurtenances at various locations throughout the City due to old age, being undersized, need to increase capacity, or more prone to breakage due to its material properties.

Describe All Funding Sources

Sewer Fund 423

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$2.4 million.

Project Status (if applicable)

Design to begin spring 2024. Construction to start Spring 2025.

FISCAL DETAILS		2024
Capital Expenditures		
423.000.75.535.35.41.67 INTERFUND SERVICES - CAPITAL		40,000.00
423.000.75.594.35.41.00 CAPITAL PROFESSIONAL SERVICES		323,000.00
Total Capital Expenditures		<u>363,000.00</u>
Total Expenditures		363,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-40,000.00
Total Revenues		<u>-40,000.00</u>
Net Budget		323,000.00

Decision Package: 670-24018 - Sanitary Sewer Model Update

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/26/2023	2024	erodarte	0	0	One-Time	Pending

Item Description

Review and update of the existing sewer system model to verify that our existing sewer utility system can provide adequate conveyance capacity to keep up with the projected population growth.

Justification

The City's planning department is in the process of updating its comprehensive plan. As part of that process, the property zoning will be reviewed and updated. The model will also aid in being proactive in determining which systems might require upsizing in the future in order to ensure continued reliable water service within the City of Edmonds' sewer service area.

Describe All Funding Sources

SEWER / TREATMENT PLANT

Describe Future or Ongoing Costs

\$200,000

Project Status (if applicable)

New Item For Council To Consider

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.535.80.41.20 PROFESSIONAL SERVICES-ENGINEE		180,000.00
423.000.75.535.80.41.67 INTERFUND SERVICES		20,000.00
Total Operating Expenditures		<u>200,000.00</u>
Total Expenditures		200,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-20,000.00
Total Revenues		<u>-20,000.00</u>
Net Budget		180,000.00

Decision Package: Cap-24003 - Phase 11 Sewer Replacement (2024)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaain	0	1	One-Time	Pending

Item Description

Phase 11 Sewer Replacement (2024)

Justification

Per the approved 2013 Sewer Comprehensive Plan, the project will replace pipe and related appurtenances at various locations throughout the City due to old age, being undersized, need to increase capacity, or more prone to breakage due to its material properties.

Describe All Funding Sources

Sewer Fund 423

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$2.4 million.

Project Status (if applicable)

Design began spring 2022. Construction to start Spring 2023.

FISCAL DETAILS 2024

Capital Expenditures

423.000.75.535.35.41.67 INTERFUND SERVICES - CAPITAL	75,000.00
423.000.75.594.35.41.00 CAPITAL PROFESSIONAL SERVICES	110,000.00
423.000.75.594.35.65.30 CONSTRUCTION PROJECTS	1,820,000.00
Total Capital Expenditures	2,005,000.00
Total Expenditures	2,005,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-75,000.00
Total Revenues	-75,000.00
Net Budget	1,930,000.00

Decision Package: Cap-24005 - Cured in Place Pipe Sewer Rehab Phase 4 (2024)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Cured in Place Pipe Sewer Rehab Phase 4 (2024)

Justification

Per the approved 2013 Sewer Comprehensive plan and current video inspections of sewer mains, the project will line existing sewer mains that are subject to root intrusion, infiltration and inflow, and damage that can be repaired by this trenchless method.

Describe All Funding Sources

Sewer Fund 423

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$500,000.

Project Status (if applicable)

Design started spring 2023. Construction to begin spring 2024.

FISCAL DETAILS 2024

Capital Expenditures

423.000.75.535.35.41.67 INTERFUND SERVICES - CAPITAL	40,000.00
423.000.75.594.35.41.00 CAPITAL PROFESSIONAL SERVICES	100,000.00
423.000.75.594.35.65.30 CONSTRUCTION PROJECTS	382,000.00
Total Capital Expenditures	522,000.00
Total Expenditures	522,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-40,000.00
Total Revenues	-40,000.00
Net Budget	482,000.00

Decision Package: Cap-24004 - 2024 Sanitary Sewer Replacement Overlays

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/20/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 Sanitary Sewer Replacement Overlays

Justification

Road pavement overlays to cover areas of roadways that were excavated and patched in previous years as part of the Sanitary Sewer Replacement Projects.

Describe All Funding Sources

Sewer Fund 423

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$60,000.

Project Status (if applicable)

Design to begin in early 2024. Construction to start mid 2024.

FISCAL DETAILS

2024

Capital Expenditures

423.000.75.535.80.41.21 PROFESSIONAL SERVICE-ROADWAY	3,000.00
423.000.75.535.80.48.21 REPAIR & MAINTENANCE-ROADWAY	55,000.00
423.000.75.535.81.41.67 INTERFUND SERVICES - ROADWAY	2,000.00
Total Capital Expenditures	<u>60,000.00</u>
Total Expenditures	60,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-2,000.00
Total Revenues	<u>-2,000.00</u>
Net Budget	58,000.00

Decision Package: 760-24002 - Asset/Project Management Specialist

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/04/2023	2024	rhahn	0	1	Ongoing	Pending

Item Description

Authorization to convert the limited-term position of "WWTP Program Administrator" to a permanent FTE position titled "WWTP Asset and Project Management Specialist". This title will more closely align with the true functions of the position. This non-represented, administrative FTE will lead and oversee the WWTP's multimillion dollar assets, inventory, and capital/inhouse projects. Starting pay level NR-36 Step 6.

Justification

WWTP is over thirty (30) years old. Critical components and infrastructure have deteriorated and are in need of repair, replacement, or rehabilitation. With increased regulatory and operational demands on the Manager and Supervisor, this FTE will lead the effort to develop, implement and maintain an asset management program at the WWTP as well as act as Project Manager when those assets are replaced, repaired, and rehabilitated.

Describe All Funding Sources

Wastewater rates from the City of Edmonds and the treatment plant regional partners.

Describe Future or Ongoing Costs

\$98,844 - \$132,462 plus 5% COLA annually starting wage.

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
423.000.76.535.80.11.00 SALARIES		132,462.00
423.000.76.535.80.23.00 BENEFITS		39,739.00
	Total Operating Expenditures	172,201.00
	Total Expenditures	172,201.00
Revenues		
423.000.343.50.300.00 INTERGOVTL SERVICES - OLYMPIC		-28,500.00
423.000.343.50.400.00 INTERGOVTL SERVICES -CITY MLT		-39,900.00
423.000.343.50.500.00 INTERGOVTL SERVICES-SHORELINE		-16,342.00
	Total Revenues	-84,742.00
	Net Budget	87,459.00

Decision Package: 760-24003 - O&M Budget Adjustments

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/08/2023	2024	mderrick	0	1	Ongoing	Pending

Item Description

Annual adjustments to the daily Operation and Maintenance Budget of the WWTP

Justification

Each year the WWTP see increasae in chemical costs, electric costs, and parts costs to name a few items. Despite the operators commendable and successful efforts to maintain efficiencies and reduce product usage, costs still increase. The use of kaolin clay has stopped as a result of the Carbon Recovery Project so that line it can be removed the the WWTP's ongoing O&M Budget.

Describe All Funding Sources

City of Edmonds and regional partners rates and other funding sources.

Describe Future or Ongoing Costs

Increase in costs

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
423.000.76.535.80.31.53 CHLORINE		100,000.00
423.000.76.535.80.31.54 BISULFITE		18,500.00
423.000.76.535.80.31.55 KAOLIN CLAY		0.00
423.000.76.535.80.47.63 NATURAL GAS		10,000.00
423.000.76.535.80.47.66 SOLID WASTE/RECYCLING		360,000.00
	Total Operating Expenditures	488,500.00
	Total Expenditures	488,500.00
Revenues		
423.000.343.50.300.00 INTERGOVTL SERVICES - OLYMPIC		-64,301.00
423.000.343.50.400.00 INTERGOVTL SERVICES -CITY MLT		-90,031.00
423.000.343.50.500.00 INTERGOVTL SERVICES-SHORELINE		-36,861.00
	Total Revenues	-191,193.00
	Net Budget	297,307.00

Decision Package: 760-24004 - WWTP Primary Clarifier 2 rehab

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/14/2023	2024	rhahn	0	1	One-Time	Pending

Item Description

Primary Clarifier #2 cage, center column, feedwell, corner sweeps, weir, counterweight, skimming device and rake arms need replacement due to severe corrosion. The steel has not been replaced since the original construction. The limited access will require that pieces be assembled inside the tank. The concrete structure also needs to be inspected and repaired as needed as corrosion of the concrete in spots has led to exposed rebar and may have compromised the structural integrity of the clarifier.

Justification

Due to severe corrosion, all metal structures within the clarifier need to be replaced. The concrete also needs to be evaluated and repaired as needed.

Describe All Funding Sources

Funding is to be provided by the WWTP Partners according to their respective percentage of capacity.

- Mountlake Terrace: 23.17%
- Olympic View WSDist: 16.55%
- City of Shoreline (RWD): 9.49%
- City of Edmonds: 50.79%

Describe Future or Ongoing Costs

Anticipate not to exceed \$600,000

Project Status (if applicable)

Narrative not described.

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.597.35.55.23 INTRAFUND TRANSFER TO 423.100		304,740.00
Total Operating Expenditures		304,740.00
Capital Expenditures		
423.100.76.594.35.64.00 MACHINERY/EQUIPMENT		600,000.00
Total Capital Expenditures		600,000.00
Total Expenditures		904,740.00
Revenues		
423.100.374.07.010.00 CONTR CAPITAL MTLK TERRACE		-139,020.00
423.100.374.07.020.00 CONTR CAPITAL OLY VIEW WATER		-99,300.00
423.100.374.07.030.00 CONTR CAPITAL SHORELINE		-56,940.00
423.100.397.38.423.20 INTRAFUND TRANSFER FROM 423.000		-304,740.00
Total Revenues		-600,000.00
Net Budget		304,740.00

Decision Package: 760-24005 - Gasification Bypass (Class A Solids Production

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/15/2023	2024	rhahn	0	1	One-Time	Pending

Item Description

This allows the ability to continue production of class A solids if/when the gasification system is shut down for repairs or preventative maintenance. The ability to produce and haul class A solids will eliminate a temporary but substantial cost increase hauling as this product is essentially the same in volume as biochar or concentrated minerals and is accepted at the local transfer station whereas if this option is not available, sludge will need to be loaded into trailers and hauled to Oregon as was done during the Carbon Recovery Project at a cost of up to \$200,000 per month. This redundant solids processing mode was an option to add to the Carbon Recovery Project and was rejected by previous administration. Along with the savings in hauling costs, there will be no additional odor issues or daily sludge truck traffic in the adjacent neighborhood.

Justification

To have a redundant class A solids handling process and avoid high sludge hauling costs and neighborhood odor and traffic issues.

Describe All Funding Sources

Funding is to be provided by the WWTP Partners according to their respective percentage of capacity.
 Mountlake Terrace: 23.17%
 Olympic View WSDist: 16.55%
 City of Shoreline (RWD): 9.49%
 City of Edmonds: 50.79%

Describe Future or Ongoing Costs

Anticipate not to exceed \$300,000

Project Status (if applicable)

Narrative not described.

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.597.35.55.23 INTRAFUND TRANSFER TO 423.100		153,370.00
Total Operating Expenditures		153,370.00
Capital Expenditures		
423.100.76.594.35.41.00 CAPITAL PROFESSIONAL SERVICES		50,000.00
423.100.76.594.35.64.00 MACHINERY/EQUIPMENT		250,000.00
Total Capital Expenditures		300,000.00
Total Expenditures		453,370.00
Revenues		
423.100.374.07.010.00 CONTR CAPITAL MTLK TERRACE		-69,510.00
423.100.374.07.020.00 CONTR CAPITAL OLY VIEW WATER		-49,650.00
423.100.374.07.030.00 CONTR CAPITAL SHORELINE		-28,470.00
423.100.397.38.423.20 INTRAFUND TRANSFER FROM 423.000		-153,370.00
Total Revenues		-301,000.00
Net Budget		152,370.00

Decision Package: 760-24006 - Carbon Recovery Project (Close-out/Hauling)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/16/2023	2024	rhahn	0	1	One-Time	Pending

Item Description

To cover any carryover or close-out costs associated with the Carbon Recovery Project that occur in FY 2024.

Justification

To cover any carryover or close-out costs associated with the Carbon Recovery Project that occur in FY 2024.

Describe All Funding Sources

Funding is to be provided by the WWTP Partners according to their respective percentage of capacity.

- Mountlake Terrace: 23.17%
- Olympic View WSDist: 16.55%
- City of Shoreline (RWD): 9.49%
- City of Edmonds: 50.79%

Describe Future or Ongoing Costs

Anticipate not to exceed \$500,000

Project Status (if applicable)

Narrative not described.

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.597.35.55.23 INTRAFUND TRANSFER TO 423.100		253,950.00
Total Operating Expenditures		253,950.00
Capital Expenditures		
423.100.76.594.35.64.00 MACHINERY/EQUIPMENT		500,000.00
Total Capital Expenditures		500,000.00
Total Expenditures		753,950.00
Revenues		
423.100.374.07.010.00 CONTR CAPITAL MTLK TERRACE		-115,850.00
423.100.374.07.020.00 CONTR CAPITAL OLY VIEW WATER		-82,750.00
423.100.374.07.030.00 CONTR CAPITAL SHORELINE		-47,450.00
423.100.397.38.423.20 INTRAFUND TRANSFER FROM 423.000		-253,950.00
Total Revenues		-500,000.00
Net Budget		253,950.00

Decision Package: 760-24007 - Asset Criticality Ranking and Condition Assessment

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/16/2023	2024	rhahn	0	1	One-Time	Pending

Item Description

Work with engineering firm to develop a comprehensive asset management system which includes an asset condition assessment as well as asset criticality ranking. This will allow the WWTP to develop a 5 and 10 year asset repair and replacement and CIP schedule which will improve overall plant reliability.

Justification

To develop 5 and 10 yr asset CIP schedule and improve plant and equipment reliability.

Describe All Funding Sources

Funding is to be provided by the WWTP Partners according to their respective percentage of capacity.

Mountlake Terrace: 23.17%
Olympic View WSDist: 16.55%
City of Shoreline (RWD): 9.49%
City of Edmonds: 50.79%

Describe Future or Ongoing Costs

Anticipate not to exceed \$150,000

Project Status (if applicable)

Narrative not described.

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.597.35.55.23 INTRAFUND TRANSFER TO 423.100		76,185.00
Total Operating Expenditures		76,185.00
Capital Expenditures		
423.100.76.594.35.41.00 CAPITAL PROFESSIONAL SERVICES		150,000.00
Total Capital Expenditures		150,000.00
Total Expenditures		226,185.00
Revenues		
423.100.374.07.010.00 CONTR CAPITAL MTLK TERRACE		-34,755.00
423.100.374.07.020.00 CONTR CAPITAL OLY VIEW WATER		-24,825.00
423.100.374.07.030.00 CONTR CAPITAL SHORELINE		-14,235.00
423.100.397.38.423.20 INTRAFUND TRANSFER FROM 423.000		-76,185.00
Total Revenues		-150,000.00
Net Budget		76,185.00

Decision Package: 760-24008 - VFD Upgrades/Replacements

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/16/2023	2024	rhahn	0	1	One-Time	Pending

Item Description

The WWTP has several VFD's (variable frequency drives) on various critical equipment influent pumps, effluent pumps, RAS/WAS pumps, aeration blowers, etc. These VFD's have an expected useful life of 15-20 years. Several of the VFD's here at the plant range in age between 20-30 years old. There have already been some failures and replacements made. These outdated VFD's need to be replaced to avoid a catastrophic failure event that could happen to these weakened state VFD's for any number of reasons, including abrupt starting and stopping due to power bumps/loss, switching from grid to generator power supply or just a parts failure. If multiple critical components fail simultaneously, then the plant may lose its ability to treat wastewater that meets NPDES permit requirements resulting in pollution of our receiving waters and possible fines by our governing agency.

Justification

To replace outdated equipment, avoid critical equipment failures, improve plant reliability and continue to meet permit discharge standards.

Describe All Funding Sources

Funding is to be provided by the WWTP Partners according to their respective percentage of capacity.
 Mountlake Terrace: 23.17%
 Olympic View WSDist: 16.55%
 City of Shoreline (RWD): 9.49%
 City of Edmonds: 50.79%

Describe Future or Ongoing Costs

Anticipate not to exceed \$250,000 for FY 2024

Project Status (if applicable)

Narrative not described.

FISCAL DETAILS

2024

Operating Expenditures

423.000.75.597.35.55.23 INTRAFUND TRANSFER TO 423.100	126,975.00
Total Operating Expenditures	126,975.00

Capital Expenditures

423.100.76.594.35.41.00 CAPITAL PROFESSIONAL SERVICES	50,000.00
423.100.76.594.35.64.00 MACHINERY/EQUIPMENT	200,000.00
Total Capital Expenditures	250,000.00
Total Expenditures	376,975.00

Revenues

423.100.374.07.010.00 CONTR CAPITAL MTLK TERRACE	-57,925.00
423.100.374.07.020.00 CONTR CAPITAL OLY VIEW WATER	-41,375.00
423.100.374.07.030.00 CONTR CAPITAL SHORELINE	-23,725.00
423.100.397.38.423.20 INTRAFUND TRANSFER FROM 423.000	-126,975.00
Total Revenues	-250,000.00
Net Budget	126,975.00

Decision Package: 760-24009 - Nutrient Removal Project

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/16/2023	2024	rhahn	0	1	One-Time	Pending

Item Description

The WA Dept of Ecology has imposed the Puget Sound Nutrient General Permit upon us. It is anticipated that our current process will not be able to meet these new permit requirements. This decision package will allow us to team with an engineering firm to study our current process and design a solution that will allow our plant to meet the new PSNGP requirements as well as accommodate projected service area growth over the next decade.

Justification

The predesign effort will assist with the long term planning and ensure compliance with the new PSNGP.

Describe All Funding Sources

Funding is to be provided by the WWTP Partners according to their respective percentage of capacity.

- Mountlake Terrace: 23.17%
- Olympic View WSDist: 16.55%
- City of Shoreline (RWD): 9.49%
- City of Edmonds: 50.79%

Describe Future or Ongoing Costs

Anticipate not to exceed \$2,000,000

Project Status (if applicable)

Narrative not described.

FISCAL DETAILS		2024
Operating Expenditures		
423.000.75.597.35.55.23 INTRAFUND TRANSFER TO 423.100		1,015,800.00
Total Operating Expenditures		1,015,800.00
Capital Expenditures		
423.100.76.594.35.41.00 CAPITAL PROFESSIONAL SERVICES		2,000,000.00
Total Capital Expenditures		2,000,000.00
Total Expenditures		3,015,800.00
Revenues		
423.100.374.07.010.00 CONTR CAPITAL MTLK TERRACE		-463,400.00
423.100.374.07.020.00 CONTR CAPITAL OLY VIEW WATER		-331,000.00
423.100.374.07.030.00 CONTR CAPITAL SHORELINE		-189,800.00
423.100.397.38.423.20 INTRAFUND TRANSFER FROM 423.000		-1,015,800.00
Total Revenues		-2,000,000.00
Net Budget		1,015,800.00

Decision Package: 760-24010 - Position Upgrade - WWTP OIT to WWTP Operator

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/17/2023	2024	rhahn	0	1	One-Time	Pending

Item Description

Would like to upgrade OIT position to an Operator position. This position upgrade would benefit the WWTP by adding an experienced, certified operator to the staff rather than adding an inexperienced, uncertified OIT, which could take years to develop into a seasoned operator. An experienced, certified operator would take minimal time to bring up to speed on the plant process and equipment operation here at the WWTP. In rapid fashion, an experienced operator would be interchangeable with other operators at the plant and be able to competently cover leading a shift, troubleshooting process and equipment issues as well as performing standby duties. We could still contribute to the development of future operators through a seasonal internship program. The median salary for an OIT is approximately \$70k + benefits whereas the median salary for an experienced OP 3 is approximately \$105k + benefits. This amount will be split amongst the partners, so I believe that for an additional \$20k/yr this would be highly beneficial to the WWTP.

Justification

To hire experienced, certified operations staff that can be an immediate asset to the City of Edmonds WWTP.

Describe All Funding Sources

Funding is to be provided by the WWTP Partners according to their respective percentage of capacity.
 Mountlake Terrace: 23.17%
 Olympic View WSDist: 16.55%
 City of Shoreline (RWD): 9.49%
 City of Edmonds: 50.79%

Describe Future or Ongoing Costs

Approximately \$20K in wages and benefits increase.

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS

2024

Operating Expenditures

423.000.76.535.80.11.00 SALARIES	34,000.00
423.000.76.535.80.23.00 BENEFITS	6,000.00
Total Operating Expenditures	<u>40,000.00</u>
Total Expenditures	<u>40,000.00</u>

Revenues

423.000.343.50.300.00 INTERGOVTL SERVICES - OLYMPIC	-6,620.00
423.000.343.50.400.00 INTERGOVTL SERVICES -CITY MLT	-9,268.00
423.000.343.50.500.00 INTERGOVTL SERVICES-SHORELINE	-3,796.00
Total Revenues	<u>-19,684.00</u>
Net Budget	<u>20,316.00</u>

Decision Package: 770-24001 - 2024 Vehicle Replacements

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/25/2023	2024	cru	0	1	One-Time	Pending

Item Description

Vehicles that need to be replaced in 2024

284-POL 2016 Ford Explorer (Patrol)

286-POL 2016 Ford Explorer (Patrol)

310-POL 2015 Ford Explorer (Traffic)

904-POL 2016 Harley Davidson (Traffic)

928-POL 2016 Harley Davidson (Traffic)

960-POL 2016 Harley Davidson (Traffic)

24-WTR 2008 Ford F-450

105-ENG 2008 Ford Escape

Justification

These vehicles are fully funded through the B-Fund contributions collected from annual equipment rental rates and have reached or exceeded their projected life expectancy.

Describe All Funding Sources

Purchased with B-Fund money accrued through equipment rental rates.

Describe Future or Ongoing Costs

Operational costs will be covered by A-Fund equipment rental rates.

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Capital Expenditures

511.100.77.594.48.64.00 EQUIPMENT - B FUND	475,000.00
Total Capital Expenditures	475,000.00
Total Expenditures	475,000.00
Net Budget	475,000.00

Decision Package: 770-24002 - Operations Expenditure Increase

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/27/2023	2024	cugg	0	1	Ongoing	Pending

Item Description

Equipment Rental 511 fund operations expenditures increases.

Justification

Operations expenditure increases to adjust for inflation on insurance, utilities and profesional services. Utility rates for PUD, PSE, and Republic Services have increased without expenditure adjustments over the previous years. Insurance rates for the underground fuel storage tanks located at the Public Works facility have increased due to the age of the infrastructure. Professional services provided by Aramark Uniform Services have increased costs on uniform and floor coverings.

Describe All Funding Sources

Funding will be provided from A-Fund Equipment Rental Rate adjustments.

Describe Future or Ongoing Costs

Operational costs will be covered by A-Fund rates.

Project Status (if applicable)

N/A

FISCAL DETAILS		2024
Operating Expenditures		
511.000.77.548.68.41.00	PROFESSIONAL SVC	750.00
511.000.77.548.68.46.00	INSURANCE	2,500.00
511.000.77.548.68.47.00	PUBLIC UTILITY	10,000.00
	Total Operating Expenditures	<u>13,250.00</u>
	Total Expenditures	<u>13,250.00</u>
	Net Budget	13,250.00

Decision Package: Bld-24001 - Bond-Funded Deferred Maintenance Projects

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	1	One-Time	Pending

Item Description

Capital Repair and Deferred Maintenance

Justification

Projects above represent urgent deferred maintenance needs in our building portfolio, these projects will allow for asset preservation and continuity of business operations.

Describe All Funding Sources

Fund 016.100

Describe Future or Ongoing Costs

- Frances Anderson Center - Exterior door and hardware replacement 11 door sets, \$110000
- Public Safety - Interior ADA door updates, Council chamber and restrooms, \$70000
- Public Safety - East entry storefront and doors, \$150000
- City Hall - Interior main stairway hand railing replacement, \$80000
- Cemetery - Roof replacement, \$20000
- Public Works - Fleet building roof coating, \$35000
- Library - Replace 30 windows with failed seals, \$100000
- City Park Building - Exterior painting, \$25000
- Beach Ranger Building - Roof replacement, \$25000
- Museum - Concrete block and concrete waterproof sealing, \$45000

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS 2024

Capital Expenditures

016.100.66.518.30.48.00 REPAIR & MAINTENANCE	660,000.00
Total Capital Expenditures	660,000.00
Total Expenditures	660,000.00
Net Budget	660,000.00

Decision Package: Bld-24002 - Capital Maintenance Projects

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	rnapolitin	0	2	One-Time	Pending

Item Description

Capital Maintenance Project

Justification

Update to existing equipment and building systems to meet Departmental needs and current usage.

Describe All Funding Sources

Fund 016.000

Describe Future or Ongoing Costs

Public Works - Office and IT room heat pump installation (new system), \$80,000

Public Works - Replacement of existing manual gate with motorized gate with access controls, \$65,000

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS

2024

Capital Expenditures

016.000.66.518.30.48.00 REPAIRS & MAINTENANCE	145,000.00
Total Capital Expenditures	145,000.00
Total Expenditures	145,000.00
Net Budget	145,000.00

Decision Package: 310-24001 - Transfer Funds from 016 and ARPA

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/11/2023	2024	sharp	0	1	One-Time	Pending

Item Description

Transfer money from 016 and ARPA to the General Fund

Justification

Transfer money from 016 and ARPA to the General Fund

Describe All Funding Sources

Transfer money from 016 and ARPA to the General Fund

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Operating Expenditures

016.100.66.597.18.55.01 TRANSFER TO FUND 001	2,000,000.00
Total Operating Expenditures	2,000,000.00
Total Expenditures	2,000,000.00

Revenues

001.000.333.21.019.00 CORONAVIRUS RELIEF FUND	-6,500,000.00
001.000.397.18.016.00 INTERFUND TRANSFER FROM 016	-2,000,000.00
Total Revenues	-8,500,000.00
Net Budget	-6,500,000.00

Decision Package: 670-24013 - 2024 Transportation Plan Update

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 Transportation Plan Update

Justification

The Transportation Plan serves as the transportation element of the City's Comprehensive Plan and is being updated in coordination with the 2024 Comprehensive Plan Update. Based upon existing and projected future land use and travel patterns, the Transportation Plan describes street, pedestrian, bicycle and transit infrastructure and services and provides an assessment of existing and projected future transportation needs. The Plan will establish the transportation priorities and guides the development of the six-year Transportation Improvement Program (TIP), Capital Improvement Program (CIP) and Capital Facilities Plan (CFP). The plan was last updated in 2015.

Describe All Funding Sources

Fund 112

Describe Future or Ongoing Costs

Total project cost is estimated at \$406,000

Project Status (if applicable)

The update began in 2023 and is scheduled for completion in 2024 (similar schedule to Comprehensive Plan).

FISCAL DETAILS		2024
Operating Expenditures		
112.000.68.542.10.41.00 PROFESSIONAL SERVICES-ENGINEE		216,085.00
112.000.68.542.33.41.67 INTERFUND SERVICES-ROADWAY		20,000.00
Total Operating Expenditures		236,085.00
Total Expenditures		236,085.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-20,000.00
Total Revenues		-20,000.00
Net Budget		216,085.00

Decision Package: Str-24001 - 76th Ave. W Overlay from 196th St. SW to OVD

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

76th Ave. W Overlay from 196th St. SW to Olympic View Dr.

Justification

A pavement overlay of 76th Ave from 196th St. SW(SR-524) to Olympic View Dr. was completed in 2023. The project close-out and required federal documents for the transportation grant will be completed in 2024. The east side of the street is within the City of Lynnwood and was included in the project.

Describe All Funding Sources

Fund 112 (\$867,500 federal grant) / Fund 125 & Fund 126 (local match). The City of Lynnwood will reimburse Edmonds for their cost to pave the east half of 76th Ave.

Describe Future or Ongoing Costs

Total project cost is estimated to be around 2.58 Million.

Project Status (if applicable)

Construction completed in 2023 and project close-out to finish in 2024.

FISCAL DETAILS		2024
Capital Expenditures		
112.000.68.542.33.41.67 INTERFUND SERVICES-ROADWAY		15,000.00
125.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY		5,000.00
Total Capital Expenditures		<u>20,000.00</u>
Total Expenditures		20,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-20,000.00
112.000.337.10.000.00 INTERLOCAL GRANTS		-7,500.00
Total Revenues		<u>-27,500.00</u>
Net Budget		-7,500.00

Decision Package: Str-24003 - Main St. Overlay from 6th Ave. to 8th Ave

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Main St. Overlay from 6th Ave. to 8th Ave

Justification

The project will provide a full-width grind and pavement overlay of Main St from 6th Ave to 8th Ave. This project also includes upgrading all non-compliant ADA pedestrian curb ramps within the project limits.

Describe All Funding Sources

Fund 112 (\$750,000 federal grant) / Fund 125 (local match).

Describe Future or Ongoing Costs

Total project cost is estimated to be \$937,500.

Project Status (if applicable)

The design phase will be completed in early 2024 and construction in summer/fall 2024.

FISCAL DETAILS 2024

Capital Expenditures

112.000.68.542.30.41.00 PROFESSIONAL SERVICES-ROADWA	77,795.00
112.000.68.542.30.48.00 REPAIR & MAINTENANCE-ROADWAY	541,167.00
112.000.68.542.33.41.67 INTERFUND SERVICES-ROADWAY	12,590.00
125.000.68.542.30.41.00 PROFESSIONAL SERVICES-ROADWA	19,449.00
125.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY	3,260.00
125.000.68.542.30.48.00 REPAIR & MAINTENANCE-OVERLAYS	135,292.00
Total Capital Expenditures	789,553.00
Total Expenditures	789,553.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-15,850.00
112.000.333.20.205.22 Main St Overlay STBGUL-2512(010)	-630,880.00
Total Revenues	-646,730.00
Net Budget	142,823.00

Decision Package: Str-24004 - Hwy 99 Revitalization Stage 2

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Hwy 99 Revitalization from 244th St. SW to 238th St. SW- Stage 2

Justification

The project constructed landscaped center medians on Highway 99 from 244th St. SW to 212th St. SW, a HAWK signal ~ 600' north of 234th St. SW, and gateway signs on both ends of the corridor. Plant establishment and project close-out will continue in 2024.

Describe All Funding Sources

Fund 112 (secured Connecting Washington grant) and Fund 126

Describe Future or Ongoing Costs

Total project cost is estimated to be around 9.3 Million.

Project Status (if applicable)

Construction to be completed in 2023. Plant establishment and project close-out to be completed in 2024.

FISCAL DETAILS 2024

Capital Expenditures

112.000.68.542.33.41.67 INTERFUND SERVICES-ROADWAY	25,000.00
112.000.68.595.33.65.00 CONSTRUCTION PROJECTS ROADW	89,000.00
Total Capital Expenditures	114,000.00
Total Expenditures	114,000.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-25,000.00
112.000.334.03.600.08 SR 99 REVITALIZATION HLP-CNWA(013	-114,000.00
Total Revenues	-139,000.00
Net Budget	-25,000.00

Decision Package: Str-24005 - Hwy 99 Revitalization Stage 3

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Hwy 99 Revitalization from 244th St. SW to 238th St. SW- Stage 3

Justification

The project will widen the intersection of Highway 99 and 238th St SW to provide a 2nd northbound left turn lane. Additional improvements will include ADA compliant sidewalks, a landscaped planter strip to separate sidewalk from adjacent traffic, enhanced street lighting, bike lanes, ADA compliant pedestrian curb ramps and utility improvements (with potential undergrounding of overhead utility lines).

Describe All Funding Sources

Fund 112 (secured Connecting Washington & Move Ahead Washington State Transportation Funds)

Describe Future or Ongoing Costs

Total project cost is estimated to be around 32.5 Million.

Project Status (if applicable)

Design began in 2023. The right-of-way phase is currently scheduled to begin in 2024. Construction (TBD)

FISCAL DETAILS		2024
Capital Expenditures		
112.000.68.542.33.41.67 INTERFUND SERVICES-ROADWAY		90,000.00
112.000.68.595.33.41.00 CAPITAL PROF. SERV. ROADWAY		1,200,000.00
Total Capital Expenditures		<u>1,290,000.00</u>
Total Expenditures		1,290,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-90,000.00
112.000.334.03.600.11 SR 99 REVITALIZATION - STG 3		-1,290,000.00
Total Revenues		<u>-1,380,000.00</u>
Net Budget		-90,000.00

Decision Package: Str-24006 - Hwy 99 Revitalization Stage 4

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Hwy 99 Revitalization from 224th St. SW to 220th St. SW - Stage 4

Justification

The project will widen the intersection of Highway 99 and 220th St. SW to provide a second left turn lane for the northbound, southbound and westbound movements. Highway 99 corridor improvements will include wider ADA compliant sidewalks, a landscaped planter to separate sidewalk from adjacent traffic, enhanced street lighting, bike lanes, ADA compliant pedestrian curb ramps and utility improvements (with potential to underground overhead utility lines).

Describe All Funding Sources

Fund 112. The City has secured 4,177,500 (1.58M for design and \$2.59M for right-of-way) in federal grants for this project. The State transportation funds (Connecting Washington and Move Ahead Washington) and transportation impact fees will be the matching funds for the design and right-of-way phases.

Describe Future or Ongoing Costs

Total project cost is estimated to be around 42.5 Million.

Project Status (if applicable)

Design began in 2023. The right-of-way phase is currently scheduled to begin in 2024. Construction (TBD)

FISCAL DETAILS		2024
Capital Expenditures		
112.000.68.542.33.41.67 INTERFUND SERVICES-ROADWAY		90,000.00
112.000.68.595.33.41.00 CAPITAL PROF. SERV. ROADWAY		1,200,000.00
	Total Capital Expenditures	1,290,000.00
	Total Expenditures	1,290,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-90,000.00
112.000.333.20.205.21 HWY 99 REVITALIZATION STG 4		-1,092,738.00
112.000.334.03.600.10 SR 99 REVITALIZATION STG 4		-168,237.00
	Total Revenues	-1,350,975.00
	Net Budget	-60,975.00

Decision Package: Str-24007 - 76th Ave. W @ 220th St. SW Improvements

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

76th Ave. W @ 220th St. SW Improvements

Justification

The project will widen the intersection and add left turn lanes for the eastbound and westbound movements, add new bike lanes through the intersection, install wider sidewalks (with / without planter strip depending on approach), improve street lighting, upgrade City utilities (water and stormwater) and potential undergrounding of overhead utility lines.

Describe All Funding Sources

Fund 112. The City secured a \$702,000 federal grant for the design phase and \$244,000 for the right-of-way phase. The local match will be funded from traffic impact fees and utility improvements will be funded by the utility funds.

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$8.7 Million.

Project Status (if applicable)

Design is currently at 60%. Right-of-Way acquisition scheduled to begin in Fall 2023. Construction (TBD)

FISCAL DETAILS 2024

Capital Expenditures

112.000.68.542.33.41.67 INTERFUND SERVICES-ROADWAY	17,000.00
112.000.68.595.20.61.00 INTANGIBLE RIGHTS TO LAND-ROW	375,000.00
112.000.68.595.33.41.00 CAPITAL PROF. SERV. ROADWAY	195,000.00
112.502.68.597.95.55.12 INTERFUND SUBSIDIES	298,712.00
421.000.74.534.34.41.67 INTERFUND SERVICES - CAPITAL	30,000.00
421.000.74.594.34.41.00 CAPITAL PROFESSIONAL SERVICES	15,000.00
422.000.72.531.31.41.67 INTERFUND SERVICES - CAPITAL	3,000.00
422.000.72.594.31.41.00 CAPITAL PROFESSIONAL SERVICES	15,000.00
Total Capital Expenditures	948,712.00
Total Expenditures	948,712.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-50,000.00
112.000.334.03.800.06 CM-9931(021)	-288,288.00
112.000.397.42.112.00 INTRAFUND TRANSFER FUND 112	-298,712.00
Total Revenues	-637,000.00
Net Budget	311,712.00

Decision Package: Str-24008 - SR-104 Adaptive System from 236th St. SW to 226th

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

SR-104 Adaptive System from 236th St. SW to 226th St. SW

Justification

The project will add a traffic signal adaptive system on a 1.25-mile segment of SR104 from 236th St to 226th St. The system will monitor and synchronize the timing of five existing signalized intersections (SR104 @ 236th St, SR104 @ 232nd St, SR104 @ 95th Pl, SR104 @ 100th Ave, SR104 @ 226th St) and improve traffic flows along SR104.

Describe All Funding Sources

Fund 112. A \$354,500 federal grant was secured for the design phase and the local match will be funded by the 125 REET Fund. Staff will pursue additional grant funding for the construction phase.

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$4.6 Million.

Project Status (if applicable)

Design began in 2022 and is scheduled to be completed in 2024 (assuming a grant is secured for the construction phase).

FISCAL DETAILS		2024
Capital Expenditures		
112.000.68.542.64.41.67 INTERFUND SERV.-TRAFFIC CONTR		21,052.00
112.000.68.595.64.41.00 CAP PROF SERV-TRAFFIC CONTROL		140,334.00
125.000.68.542.64.41.67 INTERFUND SERV-TRAFFIC CONTR		3,286.00
125.000.68.595.33.41.00 PROFESSIONAL SERVICES CAPITAL-		21,903.00
Total Capital Expenditures		186,575.00
Total Expenditures		186,575.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-24,338.00
112.000.334.03.600.13 SR 104 ADAPTIVE System CM-0104(066		-154,073.00
Total Revenues		-178,411.00
Net Budget		8,164.00

Decision Package: Str-24009 - 2024 Traffic Signal Upgrades

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 Traffic Signal Upgrades

Justification

This program started in 2019 and will provide new signal upgrades, such as vehicle detection at intersections, new vehicle/pedestrian head equipment and other signal-related upgrades. These improvements will improve the safety of the City's transportation system.

Describe All Funding Sources

Fund 125

Describe Future or Ongoing Costs

Total annual project costs are estimated to be around \$30,000.

Project Status (if applicable)

Design and Construction phases to be completed in 2024.

FISCAL DETAILS

2024

Capital Expenditures

125.000.64.597.73.55.17 TRANSFER TO FUND 117	290.00
125.000.68.542.64.41.67 INTERFUND SERV-TRAFFIC CONTRC	1,000.00
125.000.68.542.64.48.00 R & M - TRAFFIC CONTROL	29,000.00
Total Capital Expenditures	<u>30,290.00</u>
Total Expenditures	30,290.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-1,000.00
117.200.397.73.125.00 INTERFUND TRANSFER	-290.00
Total Revenues	<u>-1,290.00</u>
Net Budget	29,000.00

Decision Package: Str-24011 - 2024 Pedestrian Safety Program

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 Pedestrian Safety Program

Justification

This program started in 2019 and will provide pedestrian safety improvements, such as RRFB's and flashing LED's around stop signs. These improvements will improve the safety of the City's transportation system.

Describe All Funding Sources

Fund 125

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$80,000.

Project Status (if applicable)

Design and Construction phases to be completed in 2024

FISCAL DETAILS 2024

Capital Expenditures

125.000.64.597.73.55.17 TRANSFER TO FUND 117	770.00
125.000.68.542.64.41.67 INTERFUND SERV-TRAFFIC CONTRC	3,000.00
125.000.68.542.64.48.00 R & M - TRAFFIC CONTROL	77,000.00
Total Capital Expenditures	80,770.00
Total Expenditures	80,770.00

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-3,000.00
117.200.397.73.125.00 INTERFUND TRANSFER	-770.00
Total Revenues	-3,770.00
Net Budget	77,000.00

Decision Package: Str-24014 - 2025 Overlay Program

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2025 Overlay Program

Justification

Complete full-width grind and overlays along various streets throughout the City (based on priority rating from Pavement Rating Study) along with ADA upgrades to all non-compliant curb ramps.

Describe All Funding Sources

Fund 125 and Fund 126

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$2.0 Million

Project Status (if applicable)

Design phase is expected to begin in Fall 2024 in order to be complete by early 2025. Project to be completed in 2025

FISCAL DETAILS

2024

Capital Expenditures

125.000.68.542.30.41.00 PROFESSIONAL SERVICES-ROADWA	46,000.00
125.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY	4,000.00
126.000.68.542.30.41.00 PROFESSIONAL SERVICES-ROADWA	46,000.00
126.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY	4,000.00
Total Capital Expenditures	<u>100,000.00</u>
Total Expenditures	<u>100,000.00</u>

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-8,000.00
Total Revenues	<u>-8,000.00</u>
Net Budget	<u>92,000.00</u>

Decision Package: Str-24015 - 88th Ave Overlay and Sidewalk Repair

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/31/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

88th Ave Overlay and Sidewalk Repair

Justification

This work is being done to resurface 88th Ave and improve the existing asphalt sidewalk on 88th Ave from 196th St SW to 185th PI SW in the Seaview neighborhood. All City utilities along this section of 88th Ave have been upgraded in recent years and the street is ready to pave. The existing curb is in poor condition and varies in height. The project will install 6" concrete vertical curbs and repave the existing asphalt sidewalk.

Describe All Funding Sources

Funds 421, 125 and 126

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$1.5 Million.

Project Status (if applicable)

Design phase is expected to begin in spring 2024 and construction in 2025.

FISCAL DETAILS		2024
Capital Expenditures		
125.000.68.542.30.41.00	PROFESSIONAL SERVICES-ROADWA	52,000.00
125.000.68.542.30.41.67	INTERFUND SERVICES-ROADWAY	13,000.00
126.000.68.542.30.41.00	PROFESSIONAL SERVICES-ROADWA	52,000.00
126.000.68.542.30.41.67	INTERFUND SERVICES-ROADWAY	13,000.00
422.000.72.531.90.41.21	PROFESSIONAL SERVICES-ROADWA	16,000.00
422.000.72.531.90.41.67	INTERFUND SERVICES-ROADWAY	4,000.00
	Total Capital Expenditures	150,000.00
	Total Expenditures	150,000.00
Revenues		
001.000.349.18.000.00	CONTRACT SERVICES	-30,000.00
	Total Revenues	-30,000.00
	Net Budget	120,000.00

Decision Package: Str-24016 - Citywide Bicycle Improvements

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/14/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Citywide Bicycle Improvements

Justification

The project will add bike lanes or sharrows on the following streets:

- * 100th Ave/9th Ave from 244th St to Walnut St
- * Walnut/Bowdoin Way from 9th Ave to 84th Ave
- * 228th St. from 76th Ave to 80th Ave
- * Bike sharrows on 80th Ave from 228th St. to 220th St.

Pedestrian crossing improvements including curb ramps, rectangular rapid flashing beacons (RRFB) and signing will be installed at 100th Ave & 224th St, 9th Ave & Pine St, Bowdoin Way& 96th Ave and Bowdoin Way & Pioneer Way.

Describe All Funding Sources

Fund 112 (Sound Transit grant) / Fund 125 / Fund 126

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$3 Million.

Project Status (if applicable)

Design was completed in 2023. Construction in-progress and may be completed in 2023 (weather dependent). Project close-out to finish in 2024. This project is combined with Elm Way Walkway.

FISCAL DETAILS		2024
Capital Expenditures		
125.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY		10,095.00
126.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY		4,905.00
	Total Capital Expenditures	<u>15,000.00</u>
	Total Expenditures	15,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-15,000.00
	Total Revenues	<u>-15,000.00</u>
	Net Budget	0.00

Decision Package: Str-24012 - 2024 Traffic Calming Program

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 Traffic Calming Program

Justification

Install traffic calming devices along selected stretches throughout the City with speeding issues (through completion of detailed evaluation). This on-going annual program started in 2015 and is included in the City's 6-year Transportation Improvement Program (TIP) and Capital Improvement Program (CIP).

Describe All Funding Sources

Fund 126

Describe Future or Ongoing Costs

The previous funding for this annual program has been a total of \$33,000 (\$18,000 in the 126 REET fund baseline budget and a \$15,000 annual decision package). The 2024 Decision Package is for \$82,000 and will increase the total traffic calming budget to \$100,000 (\$82,000 plus \$18,000 in the baseline 126 REET fund budget)

Project Status (if applicable)

Installation to be completed in 2024.

FISCAL DETAILS

2024

Capital Expenditures

126.000.68.542.64.41.67 INTERFUND SERV-TRAFFIC CONTRC	11,086.00
126.000.68.542.64.48.00 R & M - TRAFFIC CONTROL	70,588.00
126.000.68.597.73.55.17 TRANSFER TO FUND 117	326.00
Total Capital Expenditures	<u>82,000.00</u>
Total Expenditures	<u>82,000.00</u>

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-11,086.00
117.200.397.73.126.00 INTERFUND TRANSFER FROM 126	-326.00
Total Revenues	<u>-11,412.00</u>
Net Budget	<u>70,588.00</u>

Decision Package: Str-24017 - Elm Way Walkway from 8th Ave. S to 9th Ave. S

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/14/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Elm Way Walkway from 8th Ave. S to 9th Ave. S

Justification

The walkway project is ranked #6 on the short walkway list from the 2015 Transportation Plan. The project will install approximately 700 feet of new sidewalk, six pedestrian curb ramps and modify the existing stormwater system on Elm Way between 8th Ave S. and 9th Ave S. This project will complete an important missing sidewalk link.

Describe All Funding Sources

Fund 126 / Fund 422

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$1.1M.

Project Status (if applicable)

Design was completed in 2023. Construction in-progress and may be completed in 2023 (weather dependent). Project close-out to finish in 2024. This project is combined with Citywide Bicycle Improvements project.

FISCAL DETAILS		2024
Capital Expenditures		
126.000.68.542.61.41.67 INTERFUND SERVICES-SIDEWALKS		6,000.00
422.000.72.542.40.41.67 INTERFUND SERVICES-TRANS DRAIL		4,000.00
Total Capital Expenditures		<u>10,000.00</u>
Total Expenditures		10,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-10,000.00
Total Revenues		<u>-10,000.00</u>
Net Budget		0.00

Decision Package: Str-24002 - 2024 Overlay Program

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

2024 Overlay Program

Justification

Complete full-width grind and overlays along various streets throughout the City (based on priority rating from Pavement Rating Study) along with ADA upgrades to all non-compliant curb ramps.

Describe All Funding Sources

Fund 125 and Fund 126

Describe Future or Ongoing Costs

Total project costs are estimated to be around \$1.5 Million.

Project Status (if applicable)

Project to be completed in 2024

FISCAL DETAILS

2024

Capital Expenditures

125.000.68.542.30.41.00 PROFESSIONAL SERVICES-ROADWA	77,200.00
125.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY	43,600.00
125.000.68.542.30.48.00 REPAIR & MAINTENANCE-OVERLAYS	629,200.00
126.000.68.542.30.41.00 PROFESSIONAL SERVICES-ROADWA	77,200.00
126.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY	43,600.00
126.000.68.542.30.48.00 REPAIR & MAINTENANCE-OVERLAYS	629,200.00
Total Capital Expenditures	<u>1,500,000.00</u>
Total Expenditures	<u>1,500,000.00</u>

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-87,200.00
Total Revenues	<u>-87,200.00</u>
Net Budget	<u>1,412,800.00</u>

Decision Package: 640-24004 - Yost Trails, Bridges and Tennis Court (Fund 125)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/04/2023	2024	chaslam	0	5	One-Time	Pending

Item Description

Repair, renovations and major maintenance to include resurfacing the tennis courts, trail, bridge and boardwalk repairs and/or replacement.

Justification

Depending upon the Yost Park/Shell Creek Study results (DP #____), the trails, bridges and boardwalks and the existing streambed concrete structures can be repaired, rebuilt or replaced to provide a safer and more environmentally sensitive pedestrian system on the north side of the park. This will require project-specific design and materials for permitting as well as numerous permits due to being a waterway and within critical areas. In addition, the tennis/pickleball courts require resurfacing.

To maintain safety and improve Shell Creek health and water quality, these amenities should be repaired and/or replaced as supported in the 2022 Parks, Recreation and Open Space (PROS) Plan Recommendation 3.1 which is to maintain, renovate or replace aging or damaged infrastructure in existing City properties to ensure public accessibility, use and safety.

Describe All Funding Sources

\$80,000 for bridge and trail repair is funded by REET II (Fund 125)
\$73,400 for tennis court resurfacing is funded by REET II (Fund 125)

Additional funds are programmed in the 2025 CIP to address bridge and trail potential re-alignment as a result of the proposed Shell Creek Study.

Describe Future or Ongoing Costs

Future / ongoing expenses to be addressed in capital replacement program.

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Capital Expenditures

125.000.64.594.76.65.00 CONSTRUCTION-PARK FACILITIES	154,300.00
Total Capital Expenditures	154,300.00
Total Expenditures	154,300.00
Net Budget	154,300.00

Decision Package: 670-24015 - Waterfront Emergency Study

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/24/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Waterfront Emergency Study

Justification

The City Council added this study to the 2023-2028 CFP-CIP during the 2023 budget deliberations. This study will re-evaluate alternatives identified in the 2016 Edmonds Waterfront Alternative Access Study and potential new alternatives for improving the reliability of emergency responses to the Waterfront.

Describe All Funding Sources

Fund 125

Describe Future or Ongoing Costs

Total project cost is around \$50,000.

Project Status (if applicable)

Document to be completed in 2024

FISCAL DETAILS		2024
Operating Expenditures		
125.000.68.542.30.41.00 PROFESSIONAL SERVICES-ROADWA		45,000.00
125.000.68.542.30.41.67 INTERFUND SERVICES-ROADWAY		5,000.00
Total Operating Expenditures		50,000.00
Total Expenditures		50,000.00
Revenues		
001.000.349.18.000.00 CONTRACT SERVICES		-5,000.00
Total Revenues		-5,000.00
Net Budget		45,000.00

Decision Package: Prk-24001 - Park Signage & Wayfinding Enhancements (Fund 125)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/27/2023	2024	chaslam	0	6	One-Time	Pending

Item Description

Update the signage for the park system city-wide to include uniform and accurate trail identification information, orientation markers, safety and regulatory messaging, park hours, park rules and etiquette, interpretive information and warning signs.

Justification

A comprehensive and consistent signage system is necessary to inform, orient and educate park users. This program is supported by two Recommendations, four Goals and six Objectives in the 2022 Parks, Recreation and Open Space (PROS) Plan. Recommendation 6.5 is to develop and provide consistent graphics and citywide signage to improve communication on access, usability and "branding" of the city's park and open space system. PROS Plan Goal 2, Objectives 2.1 and 2.3; Goal 3, Objective 3.6; Goal 5, Objectives 5.3 and 5.4; Goal 9, Objective 9.1 and Recommendation 6.2 also align with this program.

Describe All Funding Sources

This project is funded through REET II (Fund 125)

Describe Future or Ongoing Costs

None at this time

Project Status (if applicable)

Inventory of signage needs is complete, signage developed for Civic Park to be used as the standard.

FISCAL DETAILS		2024
Capital Expenditures		
125.000.64.594.76.65.00 CONSTRUCTION-PARK FACILITIES		75,000.00
Total Capital Expenditures		75,000.00
Total Expenditures		75,000.00
Net Budget		75,000.00

Decision Package: Prk-24002 - Ballinger Park ILA wth MLT (Fund 125)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/04/2023	2024	chaslam	0	4	One-Time	Pending

Item Description

During the 2023 budget process Council allocated \$200,000 to support the construction of Phase 3 of the City of Mountlake's Terrace Ballinger Park renovation. These improvements provide new and improved access to the park's northwest corner which abuts City of Edmonds through a new trailhead and trails and access to the lake with a dock. The Interlocal Agreement as authorized by City Council in 2023. The funds will be provided to the City of Mountlake Terrace once construction of Phase 3 has reached substantial completion, currently anticipated in 2024.

Justification

Council approved the Interlocal Agreement with payment occurring once project construction is complete estimated to occur in 2024.

Describe All Funding Sources

Project funded through REET II Fund 125

Describe Future or Ongoing Costs

N/A other than staff time that has already been utilized

Project Status (if applicable)

ILA in process of receiving approval / signatures.

FISCAL DETAILS 2024

Capital Expenditures

125.000.64.594.76.65.00 CONSTRUCTION-PARK FACILITIES	200,000.00
Total Capital Expenditures	200,000.00
Total Expenditures	200,000.00
Net Budget	200,000.00

Decision Package: Prk-24003 - Mathay Ballinger Upgrade Completion (Fund 125)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/04/2023	2024	chaslam	0	1	One-Time	Pending

Item Description

Park improvements to Mathay Ballinger Park to include the addition of a permanent restroom, a small shelter with picnic tables and a paved loop pathway to provide ADA accessibility to the playground and connect the paved Interurban Trail to 78th Place West street.

Justification

2022 Parks, Recreation & Open Space (PROS) Plan - Goal 2: Diversity, Equity & Inclusion, Objective 2.6 and Goal 3: Parks, Trail & Open Space, Objectives 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9. Recommendation 3.3 Prioritize improvements at Mathay Ballinger Park and upgrade, enhance or replace park amenities, specifically the play amenities; Recommendation #3.5 Add amenities to existing parks, such as picnic shelters to Mathay Ballinger Park ... and paved pathways connections in Mathay Ballinger Park; Recommendation 6.4 Install permanent restrooms at Marina Beach Park and Mathay Ballinger Park.

Describe All Funding Sources

A significant portion of the work was completed in 2023 to include engineering, design and permitting and pre-fabricated permanent restroom delivery lead-time. The remaining expenses are for construction and installation of the restroom. This improvement is funded by REET Fund 125. The original plan was to utilize Park Impact Fees for this expense, however the anticipated PIF fees are delayed due to development project postponements.

Describe Future or Ongoing Costs

There are ongoing expenses including increased utilities of water and power, supplies and maintenance labor to support the permanent restroom, some minor increased cost related to general parks maintenance of new pathway and picnic shelter and tables as well as future capital replacement costs. These expenditures are offset by the elimination of existing ongoing costs of a Portapotty rental.

Project Status (if applicable)

Design, permitting and ordering of restroom are expected to be complete by the end of 2023.

FISCAL DETAILS

2024

Capital Expenditures

125.000.64.594.76.65.00 CONSTRUCTION-PARK FACILITIES	271,300.00
Total Capital Expenditures	271,300.00
Total Expenditures	271,300.00
Net Budget	271,300.00

Decision Package: Prk-24005 - Land Acquisition Support (Fund 126)

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/04/2023	2024	chaslam	0	3	Ongoing	Pending

Item Description

Real estate consulting professional services in support of parkland acquisition efforts. These services include searching for available properties; negotiating with property owners; performing due diligence; ordering and reviewing appraisals, appraisal reviews and ALTA surveys; drafting and reviewing legal documents and contracts and providing general consulting services related to public property acquisition.

Justification

Over the past two years, with Council approval, the Parks, Recreation and Human Services Department have utilized real estate consultant services to assist with the department's efforts to acquire parkland property with finding and negotiating more than a dozen potential property acquisitions. These consultation services are essential to the departments continued effort to locate and acquire potential parkland as recommended in the 2022 PROS Plan.

Describe All Funding Sources

Expenditures are funded by the land acquisition budget what was approved by Council during the annual budget process are from REET I Fund 126.

Describe Future or Ongoing Costs

Costs to acquire, master plan and construct any new properties are not included and would be brought forward for consideration as part of the acquisition process.

Project Status (if applicable)

This is an ongoing service needed as opportunities arise.

FISCAL DETAILS	2024
Capital Expenditures	
126.000.64.576.80.41.00 PROFESSIONAL SERVICES	50,000.00
Total Capital Expenditures	50,000.00
Total Expenditures	50,000.00
Net Budget	50,000.00

Decision Package: Adm-24001 - Update WCIA Insurance Allocation

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/02/2023	2024	mcaim	0	1	Ongoing	Pending

Item Description

2024 Insurance Allocation

Justification

This decision package includes an adjustment to the premiums based on estimates provided by WCIA for 2024, and allocates the total annual premium to the City's funds as follows:

66.66% of the Liability premium allocation is based on claims experience over the past five years, with 33.33% of the premium being pro-rated to the funds based on the amount of total claims paid and 33.33% of the allocation prorated to the funds based on number of claims. The remaining 33.33% of the Liability Premium is allocated to the funds based on its number of staff.

The auto insurance premium is allocated in total to the Equipment Rental Fund.

The property and boiler insurance premiums are allocated to the funds based on their respective property values.

The fidelity premium is allocated to the General Fund.

The UST and AST premium is allocated to the WWTP Fund.

The current numbers are based on an estimate provided by WCIA. An assessment letter with the final projections was mailed at the end of July, and may have a different estimate than the preliminary one provided for budget purposes.

Describe All Funding Sources

General Fund - \$883,686

Street Fund - \$167,350

Water Fund - \$135,625

Storm Fund - \$110,972

Sewer - \$179,383

Treatment Plant - \$374,605

Fleet - \$68,297

Total - \$1,919,918

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS

2024

Operating Expenditures

001.000.39.518.90.46.00 INSURANCE	258,036.00
111.000.68.542.90.46.00 INSURANCE	40,884.00
421.000.74.534.80.46.00 INSURANCE	-89,755.00
422.000.72.531.90.46.00 INSURANCE	79,293.00

423.000.75.535.80.46.00 INSURANCE	96,082.00
423.000.76.535.80.46.00 INSURANCE	97,243.00
511.000.77.548.68.46.00 INSURANCE	18,119.00
Total Operating Expenditures	<u>499,902.00</u>
Total Expenditures	<u>499,902.00</u>
Net Budget	499,902.00

Decision Package: Adm-24003 - Add Ongoing 2023 Budget Amendments

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/02/2023	2024	mcaim	0	1	One-Time	Pending

Item Description

Add Ongoing 2023 Budget Amendments to the 2024 Budget

Justification

Throughout the year, departments have made on-going adjustments to their budgets with ordinances taken before council. This decision package ensures that those ongoing adjustments are reflected in the 2024 Budget.

Describe All Funding Sources

Ending Fund Balances

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Operating Expenditures

001.000.39.522.20.41.50 INTERGOVTL SERV-FIRE DISTRICT C	1,500,000.00
001.000.41.591.21.70.00 PRINCIPAL PAYMENT LEASES	300,000.00
423.000.76.535.80.47.63 NATURAL GAS	20,000.00
512.000.31.518.88.48.00 REPAIR & MAINTENANCE	170,197.00
Total Operating Expenditures	1,990,197.00
Total Expenditures	1,990,197.00

Revenues

001.000.353.10.030.00 TRAFFIC CAMERA INFRACTIONS	-500,000.00
111.000.317.60.000.00 TBD VEHICLE FEE	-700,000.00
423.000.343.50.300.00 INTERGOVTL SERVICES - OLYMPIC	-3,310.00
423.000.343.50.400.00 INTERGOVTL SERVICES -CITY MLT	-4,635.00
423.000.343.50.500.00 INTERGOVTL SERVICES-SHORELINE	-1,898.00
Total Revenues	-1,209,843.00
Net Budget	780,354.00

Decision Package: Adm-24004 - Vehicle Fleet Cost Allocation to City Departments

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/08/2023	2024	sharp	0	1	Ongoing	Pending

Item Description

Annual Vehicle and Equipment Interfund Service Charges. The Fleet Equipment Fund is used to purchase and maintain vehicles for the use of various City departments. This fund then charges a rate to the departments based on an allocation of the costs attributable to each department. The rate is updated annually.

Justification

Annual update to the Vehicle Fleet charge for vehicle purchase and use

Describe All Funding Sources

Department Interfund Allocation of Costs

Describe Future or Ongoing Costs

Ongoing rates for operating costs and replacement costs

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Operating Expenditures

001.000.41.521.10.45.10 INTERFUND RENTAL	37,410.00
001.000.41.521.21.45.10 INTERFUND RENTAL	9,160.00
001.000.41.521.22.45.10 INTERFUND RENTAL	213,990.00
001.000.41.521.23.45.10 INTERFUND RENTAL	-1,960.00
001.000.41.521.30.45.10 INTERFUND RENTAL	8,120.00
001.000.41.521.70.45.10 INTERFUND RENTAL	1,800.00
001.000.41.521.71.45.10 INTERFUND RENTAL	27,000.00
001.000.41.521.80.45.10 INTERFUND RENTAL	-1,670.00
001.000.62.524.20.45.10 INTERFUND RENTAL	90.00
001.000.62.558.60.45.10 INTERFUND RENTAL	760.00
001.000.63.557.20.45.10 INTERFUND RENTAL	1,670.00
001.000.64.571.22.45.10 INTERFUND RENTAL	3,570.00
001.000.64.576.80.45.10 INTERFUND RENTAL	31,550.00
001.000.65.518.20.45.10 INTERFUND RENTAL	1,570.00
001.000.66.518.30.45.10 INTERFUND RENTAL	18,010.00
001.000.67.518.21.45.10 INTERFUND RENTAL	10,110.00
111.000.68.542.90.45.10 INTERFUND RENTAL	6,900.00
127.300.64.576.81.45.10 INTERFUND RENTAL	-850.00
130.000.64.536.50.45.10 INTERFUND RENTAL	-1,170.00
421.000.74.534.80.45.10 INTERFUND RENTAL	18,450.00
422.000.72.531.90.45.10 INTERFUND RENTAL	24,580.00
423.000.75.535.80.45.10 INTERFUND RENTAL	38,230.00
423.000.76.535.80.45.10 INTERFUND RENTAL	1,500.00
511.000.77.548.68.45.10 INTERFUND RENTAL	-640.00
512.000.31.518.88.45.10 INTERFUND RENTAL	550.00
Total Operating Expenditures	<u>448,730.00</u>
Total Expenditures	<u>448,730.00</u>

Revenues

511.000.348.00.500.00 INTERNAL SERVICE FUND SERVICES	-397,330.00
511.100.348.00.000.00 RENTAL CHARGE - B-FUND	-51,400.00
Total Revenues	<u>-448,730.00</u>
Net Budget	<u>0.00</u>

Decision Package: Adm-24005 - Update to Debt Service Allocation

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/10/2023	2024	sharp	0	0	Ongoing	Pending

Item Description

Adjustment to the annual budget for Debt Service. The amounts in this Decision Package bring forward the debt payment schedules from the 2023 amounts to the 2024 amounts.

Justification

Annual Debt Service Budget

Describe All Funding Sources

Applicable City Funds

Describe Future or Ongoing Costs

Per Debt Schedule

Project Status (if applicable)

N/A

FISCAL DETAILS

2024

Operating Expenditures

001.000.39.591.18.71.00	2021 LTGO(A) PRINCIPAL	5,000.00
001.000.39.591.18.71.16	2016 CHASE BANK PRINCIPAL	500.00
001.000.39.592.18.83.00	2021 LTGO(A) INTEREST	-6,750.00
001.000.39.592.18.83.16	2016 CHASE BANK INTEREST	-940.00
111.000.68.591.95.71.16	2016 CHASE BANK PRINCIPAL	40.00
111.000.68.592.95.83.16	2016 CHASE BANK INTEREST	-70.00
112.000.68.592.95.83.67	PWTFL-100TH AVE W 06-962-012 INTE	-160.00
112.502.68.597.95.55.12	INTERFUND SUBSIDIES	-110.00
112.506.68.592.95.83.63	PWTF LOAN-220TH ST SW 04-691-025	-110.00
126.000.39.591.75.71.16	2016 CHASE BANK PRINCIPAL	230.00
126.000.39.591.76.71.11	2019 Civic Park GO Bond Principal	10,000.00
126.000.39.592.75.83.16	2016 CHASE BANK INTEREST	-420.00
126.000.39.592.76.83.11	2019 Civic Park GO Bond Interest	-6,500.00
126.000.39.597.76.55.31	TRANSFER TO FUND 231	-2,180.00
231.000.31.591.75.71.19	2021 LTGO(B) - PFD REFINANCE PRIN	5,000.00
231.000.31.592.75.83.18	2012 LTGO INTEREST (2001A & 2002)	-960.00
231.000.31.592.75.83.19	2021 LTGO(B) - PFD REFINANCE INTE	-2,200.00
231.000.31.592.76.83.19	2012 LTGO INTEREST (2001B)	-1,220.00
332.000.64.591.76.71.00	2021 LTGO(A) PRINCIPAL	5,000.00
332.000.64.592.76.83.00	2021 LTGO(A) INTEREST	-2,500.00
421.000.74.591.34.71.16	2016 CHASE BANK PRINCIPAL	30.00
421.000.74.591.34.72.43	2021 LTGO(A) PRINCIPAL	19,760.00
421.000.74.592.34.83.16	2016 CHASE BANK INTEREST	-50.00
421.000.74.592.34.83.43	2011 WTR/SWR INTEREST EXPENSE	-184,830.00
421.000.74.592.34.83.46	2021 LTGO(A) INTEREST	168,130.00
421.000.74.592.34.83.65	PWTF LOAN-5 CORNERS 04-691-031	-130.00
421.000.74.597.34.55.24	INTERFUND TRANSFER TO FUND 42	-4,240.00
422.000.72.591.31.71.16	2016 CHASE BANK PRINCIPAL	950.00
422.000.72.591.31.72.43	2021 LTGO(A) PRINCIPAL	7,630.00
422.000.72.592.31.83.16	2016 CHASE BANK INTEREST	-1,790.00
422.000.72.592.31.83.20	SNOHOMISH COUNTY LOAN INTERE	-440.00
422.000.72.592.31.83.43	2011 WTR/SWR INTEREST EXPENSE	-88,320.00
422.000.72.592.31.83.46	2021 LTGO(A) INTEREST	80,280.00
422.000.72.592.31.83.64	PWTF-STMWTR OUTFALL 04-691-030	-160.00
422.000.72.597.31.55.24	INTERFUND TRANSFER TO FUND 42	-750.00
423.000.75.591.35.71.16	2016 CHASE BANK PRINCIPAL	20.00

423.000.75.591.35.72.43 2021 LTGO(A) PRINCIPAL	2,620.00
423.000.75.592.35.83.16 2016 CHASE BANK INTEREST	-40.00
423.000.75.592.35.83.43 2011 WTR/SWR INTEREST EXPENSE	-30,370.00
423.000.75.592.35.83.46 2021 LTGO(A) INTEREST	27,600.00
423.000.75.592.35.83.66 PWTF-2005 SWR LIFT STN 05-691-01	-360.00
423.000.75.597.35.55.23 INTRAFUND TRANSFER TO 423.100	-506.00
423.000.75.597.35.55.24 INTERFUND TRANSFER TO FUND 42	4,000.00
423.000.76.591.35.78.10 DEPT OF ECOLOGY LOAN PRINCIPAL	730.00
423.000.76.592.35.83.10 DEPT OF ECOLOGY LOAN INTEREST	-730.00
423.100.76.591.35.71.16 2016 CHASE BANK PRINCIPAL	1,140.00
423.100.76.592.35.83.16 2016 CHASE BANK INTEREST	-2,130.00
424.000.71.591.31.72.10 2015 REVENUE BOND PRINCIPAL (ST	4,800.00
424.000.71.591.34.72.10 2015 REVENUE BOND PRINCIPAL (W/	7,270.00
424.000.71.591.35.72.00 2013 REVENUE BOND PRINCIPAL (SE	10,000.00
424.000.71.591.35.72.10 2015 REVENUE BOND PRINCIPAL (SE	12,940.00
424.000.71.592.31.83.00 2013 REVENUE BOND INTEREST (ST	-750.00
424.000.71.592.31.83.10 2015 REVENUE BOND INTEREST (ST	-4,800.00
424.000.71.592.34.83.00 2013 REVENUE BOND INTEREST (WA	-4,250.00
424.000.71.592.34.83.10 2015 REVENUE BOND INTEREST (WA	-7,260.00
424.000.71.592.35.83.00 2013 REVENUE BOND INTEREST (SE	-7,000.00
424.000.71.592.35.83.10 2015 REVENUE BOND INTEREST (SE	-11,940.00
Total Operating Expenditures	<u>-1,296.00</u>
Total Expenditures	<u>-1,296.00</u>
Revenues	
112.506.397.42.112.52 INTRAFUND TRANSFER FUND 112	110.00
231.000.369.91.000.00 OTHER MISC REVENUES	-2,800.00
231.000.397.76.126.00 TRANSFER FROM FUND 126	2,180.00
423.100.374.07.010.00 CONTR CAPITAL MTLK TERRACE	233.00
423.100.374.07.020.00 CONTR CAPITAL OLY VIEW WATER	166.00
423.100.374.07.030.00 CONTR CAPITAL SHORELINE	94.00
423.100.397.38.423.20 INTRAFUND TRANSFER FROM 423.000	506.00
424.000.397.31.422.00 INTERFUND TRANSFER FROM FUND 4	750.00
424.000.397.34.421.00 INTERFUND TRANSFER FROM FUND 4	4,240.00
424.000.397.35.423.00 INTERFUND TRANSFER FROM FUND 4	-4,000.00
Total Revenues	<u>1,479.00</u>
Net Budget	183.00

Decision Package: Adm-24006 - Technology Services Cost Allocation to Departments

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/14/2023	2024	sharp	0	0	One-Time	Pending

Item Description

This decision package is for annual Technology Service Charges to the various city departments who use these services. The technology services fund is used to purchase and maintain technology equipment for the City's use. This fund then charges a rate to other city departments based on an allocation of the costs attributable to each department. The rate is updated annually.

Justification

Annual update to the technology services charge to city departments

Describe All Funding Sources

Department Interfund Allocation of Costs

Describe Future or Ongoing Costs

Ongoing rates for operating costs and replacement costs

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Operating Expenditures

001.000.11.511.60.45.11 INTERFUND RENTAL-TECHNOLOGY §	-32,414.00
001.000.21.513.10.45.11 INTERFUND RENTAL-TECHNOLOGY §	13,262.00
001.000.22.518.10.45.11 INTERFUND RENTAL-TECHNOLOGY §	49,545.00
001.000.23.512.51.45.11 INTERFUND RENTAL-TECHNOLOGY §	93,909.00
001.000.31.514.23.45.11 INTERFUND RENTAL-TECHNOLOGY §	79,696.00
001.000.31.514.31.45.11 INTERFUND RENTAL-TECHNOLOGY §	-38,323.00
001.000.39.522.20.45.11 INTERFUND RENTAL-TECHNOLOGY §	-7,493.00
001.000.41.521.10.45.11 INTERFUND RENTAL-TECHNOLOGY §	104,005.00
001.000.61.557.20.45.11 INTERFUND RENTAL-TECHNOLOGY §	24,702.00
001.000.62.524.10.45.11 INTERFUND RENTAL-TECHNOLOGY §	12,947.00
001.000.62.524.20.45.11 INTERFUND RENTAL-TECHNOLOGY §	32,016.00
001.000.62.558.60.45.11 INTERFUND RENTAL-TECHNOLOGY §	65,990.00
001.000.64.571.22.45.11 INTERFUND RENTAL-TECHNOLOGY §	75,289.00
001.000.65.518.20.45.11 INTERFUND RENTAL-TECHNOLOGY §	63,446.00
001.000.67.518.21.45.11 INTERFUND RENTAL-TECHNOLOGY §	96,656.00
421.000.74.534.80.45.11 INTERFUND RENTAL-TECHNOLOGY §	-32,235.00
422.000.72.531.90.45.11 INTERFUND RENTAL-TECHNOLOGY §	-17,153.00
423.000.75.535.80.45.11 INTERFUND RENTAL-TECHNOLOGY §	-12,107.00
423.000.76.535.80.45.11 INTERFUND RENTAL-TECHNOLOGY §	64,309.00
Total Operating Expenditures	636,047.00
Total Expenditures	636,047.00

Revenues

512.000.348.00.000.00 RENTAL CHARGE A FUND	-386,730.00
512.100.348.00.000.00 RENTAL CHARGE B FUND	-249,317.00
Total Revenues	-636,047.00
Net Budget	0.00

Decision Package: Adm-24008 - Annual Utility Overhead Allocation Update

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/14/2023	2024	mager	0	0	One-Time	Pending

Item Description

This decision package is for the annual update to the Utility Overhead Allocation

Justification

Annual Utility Overhead Allocation Change

Describe All Funding Sources

N/A

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS

2024

Operating Expenditures

421.000.74.534.80.41.61 INTERFUND SERVICES	454,230.00
422.000.72.531.70.41.61 INTERFUND SERVICES	422,000.00
423.000.75.535.80.41.61 INTERFUND SERVICES	431,980.00
423.000.76.535.80.41.61 INTERFUND SERVICES	431,980.00
Total Operating Expenditures	<u>1,740,190.00</u>
Total Expenditures	<u>1,740,190.00</u>

Revenues

001.000.349.18.000.00 CONTRACT SERVICES	-1,740,190.00
Total Revenues	<u>-1,740,190.00</u>
Net Budget	<u>0.00</u>

Decision Package: Adm-24009 - Operational Adjustments for Building Dept.

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/16/2023	2024	sharp	0	1	Ongoing	Pending

Item Description

Miscellaneous building division adjustments - Reduce small equipment and increase communications to account for addition of 3 iPhones and rate increases. Relocate EGov Alliance annual subscription fee into it's own BARS account for tracking purposes.

Justification

The changes made to the building division are based on operational needs.

Describe All Funding Sources

General fund.

Describe Future or Ongoing Costs

Future operational needs

Project Status (if applicable)

N/A

FISCAL DETAILS 2024

Operating Expenditures

001.000.62.524.20.35.00 MINOR EQUIPMENT	-4,000.00
001.000.62.524.20.41.00 PROFESSIONAL SVC	-33,300.00
001.000.62.524.20.41.10 PROF SVC-SYSTEM CONTRACTS	33,300.00
001.000.62.524.20.42.00 COMMUNICATIONS	2,500.00
Total Operating Expenditures	-1,500.00
Total Expenditures	-1,500.00
Net Budget	-1,500.00

Decision Package: Adm-24010 - Reallocate Non-Departmental Budgets

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
08/22/2023	2024	dturley	0	1	Ongoing	Pending

Item Description

To reallocate budgeted spending in the Non-Departmental department.

Justification

From time to time budgets should be updated to adjust for inflation, changes in allocations, or other cost changes. This type of budget transfer can be done administratively.

Describe All Funding Sources

Self funded, all adjustments net to zero.

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/a

FISCAL DETAILS 2024

Operating Expenditures

001.000.39.513.10.49.00 MISCELLANEOUS	4,656.00
001.000.39.514.20.41.50 STATE AUDITOR FEES	2,060.00
001.000.39.514.20.44.00 EXCISE TAXES	13,500.00
001.000.39.514.40.41.50 INTERGOVTL SVC - ELECTIONS	10,000.00
001.000.39.515.93.41.00 PROFESSIONAL SVC PUBLIC DEFEN	110,000.00
001.000.39.517.20.23.00 PENSION & OTHER BENEFITS	-19,000.00
001.000.39.517.20.23.10 PREMIUM BENEFITS	1,440.00
001.000.39.517.20.23.20 REIMBURSEMENT BENEFITS	-4,000.00
001.000.39.517.20.29.00 PENSION AND DISABILITY PAYMENT:	-76,901.00
001.000.39.517.78.11.00 SALARIES	-1,750.00
001.000.39.518.61.49.00 MISCELLANEOUS	30,000.00
001.000.39.519.90.41.00 PROFESSIONAL SERVICES	2,500.00
001.000.39.523.60.41.50 INTERGOVERNMENTAL SERVICES	-135,000.00
001.000.39.525.60.41.50 INT GOV'T DEPT OF EMER MGMT (OL	3,642.00
001.000.39.528.00.41.50 INTERGOVTL SERVICES-SNOCOM	-1,937.00
001.000.39.553.70.41.50 INTERGOVTL SVC - P S CLEAN AIR A	7,790.00
001.000.39.566.10.41.50 INTERGOVERNMENTAL SERVICES	3,000.00
001.000.39.575.20.52.00 ECA CONTINGENCY RESERVE	50,000.00
Total Operating Expenditures	0.00
Total Expenditures	0.00
Net Budget	0.00

Decision Package: Adm-24011 - Vacancy Rate Adjustment

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
09/12/2023	2024	sharp	0	0	One-Time	Pending

Item Description

The Government Finance Officers Association (GFOA) advocates for sound financial management practices in the public sector, particularly concerning budgeting and financial forecasting. Given the funding constraints governments are facing, accurate expenditure projections are more important than ever. Since salaries make up the greatest portion of the expenditure budget, it is logical to apply forecasting techniques that can provide a true picture of where payroll dollars are headed. Another consequence of slow revenue growth is the need for greater control over expenditures. In the realm of salary and benefits forecasting, it is imperative for government entities to adopt best practices to ensure accurate financial planning. This decision package reflects GFOA's recommended best practices for salary and benefits forecasting and budgeting.

Justification

VACANCY RATE OR VACANCY ADJUSTMENT

According to the GFOA, in salary and benefits forecasting, incorporating a vacancy rate or vacancy adjustment is a crucial component. Vacancy rates represent the percentage of positions within an organization that are unfilled or temporarily vacant. Vacancies are a common occurrence, and the city should develop policies on how to manage vacancies. Adjusting forecasts to account for these vacancies helps ensure accurate budgeting by reflecting the potential cost savings resulting from unfilled positions. This adjustment should be based on historical data and current trends to make the forecasts more precise. The city is working on incorporating this best practice into our budget.

POSITION CONTROL

As stated by GFOA, budget payroll projections are based on the estimate of budgeted positions for the year, so providing the correct number of budgeted positions is important. This work is done in conjunction with the human resources department, and our financial ERP system is effective in helping staff manage and budget for each position whether full-time or part-time.

COLLECTIVE BARGAINING AGREEMENTS

Collective bargaining agreements have a direct influence on salary and benefits. GFOA advises incorporating the terms and provisions of these agreements into the forecasting process. Understanding the impact of collective bargaining agreements allows for precise estimation of salary increases, benefit adjustments, and associated costs. Estimates and trends are used when agreements are not finalized at the time of budget development.

OPTIMAL STAFFING LEVEL AND BENCHMARKING

Salary and benefits forecasting are vital components of effective financial management within government entities. Incorporating vacancy rates or vacancy adjustments, integrating position control, collective bargaining agreement considerations, and optimal staffing comparisons are key elements recommended by GFOA for accurate salary and benefits forecasting. Adopting these best practices enhances financial planning and supports the achievement of city goals while maintaining fiscal responsibility, and including this directly into the budget makes the process more transparent to Council than managing these positions outside of the budget process. This increased level of transparency is in alignment with Council's budget priorities.

Describe All Funding Sources

N/A

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

N/A

FISCAL DETAILS

2024

Operating Expenditures

001.000.39.518.10.11.10 SALARIES

-2,200,000.00

001.000.39.518.10.23.00 BENEFITS	-1,000,000.00
Total Operating Expenditures	<u>-3,200,000.00</u>
Total Expenditures	<u>-3,200,000.00</u>
Net Budget	<u>-3,200,000.00</u>

Decision Package: 640-24001 - ADM - Line Item Adjustments

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/27/2023	2024	chaslam	0	0	Ongoing	Pending

Item Description

Line item adjustments for finance. Adjustments intended to update ongoing budgets to better reflect plans. ADM changes included reduction in several staffing positions that were removed from the DP and adjusted via position budgeting. When reducing staffing, program expenses are also reduced which is reflected here however the net impact to the general fund will be positive.

Justification

Changes to programming and/or adjustments to better reflect actuals and adjustment to uniform allocation.

Describe All Funding Sources

The net impact to the GF is positive; small adjustments to Fund 127-300 and Fund 130 for Uniform program revision.

Describe Future or Ongoing Costs

N/A

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS 2024

Operating Expenditures

001.000.63.557.20.41.00 PROFESSIONAL SERVICES	-25,000.00
001.000.64.571.22.41.00 PROFESSIONAL SVC	-121,750.00
001.000.64.571.22.42.00 COMMUNICATIONS	-2,000.00
001.000.64.571.22.45.00 RENTAL/LEASE	-2,000.00
001.000.64.571.23.41.00 PROFESSIONAL SERVICES	-300.00
001.000.64.571.25.41.00 PROFESSIONAL SERVICES	-7,500.00
001.000.64.571.26.41.00 PROFESSIONAL SERVICES	1,875.00
001.000.64.571.26.43.00 TRAVEL	-1,875.00
001.000.64.571.28.41.00 PROFESSIONAL SERVICES	-1,400.00
001.000.64.571.29.31.00 SUPPLIES	-2,800.00
001.000.64.571.29.42.00 COMMUNICATIONS	-1,690.00
001.000.64.576.80.24.00 UNIFORMS	3,080.00
001.000.64.576.80.41.50 INTERGOVERNMENTAL SERVICE	-27,475.00
127.300.64.576.81.24.00 UNIFORMS	2,240.00
127.300.64.576.81.31.00 SUPPLIES	24,000.00
127.300.64.576.81.41.00 PROFESSIONAL SERVICES	-24,000.00
130.000.64.536.20.24.00 UNIFORMS	120.00
Total Operating Expenditures	-186,475.00
Total Expenditures	-186,475.00

Revenues

001.000.321.80.000.00 VENDING MACHINE / CONCESSION	10,000.00
001.000.347.30.100.00 GYM AND WEIGHTROOM FEES	3,500.00
001.000.347.60.000.00 PROGRAM FEES	203,167.00
001.000.362.40.000.00 SPACE/FACILITIES RENTALS	-19,500.00
001.000.362.50.000.00 LEASES LONG-TERM	-9,192.00
001.000.367.00.100.00 PARKS DONATIONS	-1,500.00
Total Revenues	186,475.00
Net Budget	0.00

Decision Package: 670-24024 - Reallocate budget authority to Travel BARS#

Date	Budget Year	Group	Version	Priority	Duration	Approval Status
07/28/2023	2024	erodarte	0	1	Ongoing	Pending

Item Description

Engineering Division

Justification

The item will reallocate budget authority from the Repair/Maintenance and Miscellaneous bars numbers to the Travel bars numbers. With covid restrictions ending, more training conferences are being held in-person and require travel to attend. This is a net zero change to the budget and will reallocate \$600 from Repair/Maintenance and \$500 from Miscellaneous to Travel for a total annual amount of \$1,700.

Describe All Funding Sources

Utility Funds and General Fund.

Describe Future or Ongoing Costs

\$1700 on-going cost

Project Status (if applicable)

Narrative Not Defined

FISCAL DETAILS		2024
Operating Expenditures		
001.000.67.518.21.43.00 TRAVEL		1,100.00
001.000.67.518.21.48.00 REPAIR & MAINTENANCE		-600.00
001.000.67.518.21.49.00 MISCELLANEOUS		-500.00
	Total Operating Expenditures	0.00
	Total Expenditures	0.00
	Net Budget	0.00