



CITY OF SNOHOMISH

P.O. BOX 1589 | SNOHOMISH, WASHINGTON 98291 | (360) 568-3115 | WWW.SNOHOMISHWA.GOV

NOTICE OF SPECIAL MEETING

2021/2022 BUDGET AND GOAL SELECTION WORKSHOP

SNOHOMISH CITY COUNCIL

**TUESDAY
August 11, 2020
5:00 p.m.**

WORKSHOP AGENDA ON NEXT PAGE

Remote On-Line/Phone Access ONLY Via "Zoom":

Pursuant to City of Snohomish's **Resolution 1408** adopting procedures for holding public meetings consistent with State law, and in accordance with the Governor's Proclamation 20-25, "Stay Home Stay Healthy" order to reduce the risk of exposure and the spread of contagious viruses through social interactions, the August 11, 2020 budget workshop of the City Council will be held utilizing remote access. The public is invited and encouraged to participate by calling in, and listening to the live meeting. Instructions for calling into the live meeting are provided below.

To access the ONLINE Zoom remote meeting, please use the following link (external/internal speakers required):

Meeting ID:

To PHONE-IN without a computer, or if your computer does not have an audio feature, dial:

+1 253 215 8782 or
+1 669 900 6833 or
+1 346 248 7799 or
+1 312 626 6799 or
+1 929 205 6099 or
+1 301 715 8592

YOU WILL BE PROMPTED TO ENTER THE MEETING ID# --

Meeting ID:

**THEN, YOU WILL BE PROMPTED TO ENTER A PARTICIPANT NUMBER --
ENTER THE # SYMBOL**



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Remote On-Line/Phone Access ONLY Via "Zoom"

TUESDAY
August 11, 2020
5:00 p.m.

WORKSHOP AGENDA

*Estimated
time*

- | | | |
|------|--|--|
| 5:00 | 1. Welcome and Agenda Overview | Mayor John Kartak |
| 5:05 | 2. Selection of City Council Goals for 2021/2022 | Councilmembers
Jason Sanders,
Tom Merrill,
and Steve Dana |
| 6:05 | 3. Proposed Capital Projects for 2021/2022 | City Engineer Yosh Monzaki |
| 6:50 | 4. <i>Break</i> | |
| 7:00 | 5. Review Current and Projected Financials | Finance Director Debbie Burton |
| 7:45 | 6. Wrap-Up / Adjournment | Mayor John Kartak |

NEXT MEETING: The next regular meeting is scheduled for Tuesday, August 18, 2020, at 6:00 p.m., at a location to be determined.

Specialized accommodations will be provided with 5 days advanced notice. Contact the City Clerk's Office at 360-568-3115.

This organization is an Equal Opportunity Provider.

ATTACHMENTS

2021/2022 Budget and Goal Selection Workshop

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<i>Councilmember Tom Merrill</i>	
B. Draft Capital Improvement Plan (CIP) for 2021-2025 Projects	7
<i>City Engineer Yosh Monzaki</i>	
C. Staff Report regarding City Hall and Engineering Annex Roof Replacement and “Phase 1” Seismic Improvement Project	15
<i>City Engineer Yosh Monzaki</i>	
D. Budget vs. Actual (BVA) Summary – 2nd Quarter 2020	17
<i>Finance Director Debbie Burton</i>	
E. Draft Preliminary Budget for 2021-2022	29
<i>Finance Director Debbie Burton</i>	

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ATTACHMENT A

DRAFT COUNCIL GOALS Workshop - August 11, 2020

Below are the preliminary Council goals, listed as bullet points (●), arranged within Categories.

Items in *italics* have been added since the last meeting at the request of one or more Councilmembers.

The items that have been ~~struck out~~ have been deleted at the request of the Councilmember that originally suggested them.

Public Safety

-
-

Community Involvement

- ~~Annual Town Hall Meeting~~
- ~~Neighborhood Meetings (Three Annual)~~
- ~~Alternate meeting formats during/after pandemic (in lieu of face to face)~~
- *Create an intentional and open line of communication between City Council members and citizens by utilizing various modalities to achieve this – CM Kuleta*
- *Equitable communication channels – CM Redmon*

Governance

- Boards and Commissions review
- Update City of Snohomish Strategic Plan – *CM Merrill*
- Schedule additional regular meetings
- Implement alternate meeting formats during/after pandemic (in lieu of face-to-face)

Economics

- Midtown planning and improvements – Implementation
- *Snohomish economic and business recovery – CM Merrill*
- Pandemic and revenue recovery plan review (ordinances)
 - ◆ Research and incent economic diversity
 - ◆ Business support / income streams
 - ◆ Business revitalization – sales tax/revenue options
 - ◆ Diversify City economy (support small businesses/work sharing spaces/commercial kitchens)
- ~~Develop and implement economic wellness metrics (economic development committee usage)~~
- Attract a hotel/motel

Infrastructure

- Build wastewater and stormwater utilities north – *CM Dana*
- ~~Plan and implement Carnegie Building plan for usage and sustainability~~
- Increase downtown parking options
 - ◆ Increase parking for downtown First Street (Carnegie site)
 - ◆ Increase parking west of Avenue D along First Street
- Communal spaces (broadband capability)
- Implement City-wide high-speed internet for business
- Regional trail connection

Housing

- Remove barriers to affordable housing initiatives (i.e., Pilchuck District)
- Assess Bonnevile Avenue as location for subsidized housing
- Address post-COVID housing dynamics

Geographic Growth

- Actively pursue annexing property north of Snohomish to 32nd Street SE
- UGA annex
- Determine feasibility/desirability for the south Harvey Airfield area annex, including mill (Bob Waltz/Kandace Harvey discussion) - *CM Dana*

ATTACHMENT B

City of Snohomish Capital Improvement Plan 2021-2025 Projects						
Project	Source of Funding	2021	2022	2023	2024	2025
Municipal Facility						
City Facility Upgrades	Real Estate Excise Tax	50,000	50,000	50,000	50,000	50,000
Public Works Facility Improvements - Shoreline/Floodplain	Sewer Fund	20,000	200,000	100,000	0	0
Public Works Facility Improvements- Shoreline/Floodplain	Water Fund	20,000	200,000	100,000	0	0
Public Works Facility Improvements- Shoreline/Floodplain	Storm Fund	20,000	200,000	100,000	0	0
Public Works Facility Improvements- Shoreline/Floodplain	Real Estate Excise Tax	40,000	400,000	100,000	0	0
Police Station Improvements (Walls, Entrance)	Real Estate Excise Tax	140,000	0	0	0	0
City Hall & Engrg Improvements (Roof, Seismic)	Sewer Fund	48,000	0	0	0	0
City Hall & Engrg Improvements (Roof, Seismic)	Water Fund	48,000				
City Hall & Engrg Improvements (Roof, Seismic)	Storm Fund	48,000				
City Hall & Engrg Improvements (Roof, Seismic)	Real Estate Excise Tax	216,000				
Electric Vehicle Charging Station	Real Estate Excise Tax	40,000	0	0	0	0
Total: Municipal Facility		690,000	1,050,000	450,000	50,000	50,000
Park						
Riverfront Parks Improvements (Pilchuck Julia, Cady Connector Bridge, Avenue A Gazebo, Trail, Kla Ha Ya)	Real Estate Excise Tax	0	25,000	0	0	0
Riverfront Parks Improvements (Pilchuck Julia, Cady Connector Bridge, Avenue A Gazebo, Trail, Kla Ha Ya)	Park Impact Fee	50,000	200,000	0	0	0
Averill Field Improvements	Real Estate Excise Tax	0	25,000	0	0	0
Averill Field Improvements	Park Impact Fee	25,000	700,000	0	0	0
Homestead (Ludwig) Park Improvements	Park Impact Fee	40,000	40,000	100,000	0	0
Pilchuck Park Improvements	Storm Funds	0	0	0	0	500,000
Veteran's Memorial	Real Estate Excise Tax	40,000	0	0	0	0
Total: Park		155,000	990,000	100,000	0	500,000
Streets						
Bickford Avenue & Weaver Road	Traffic Impact Fee	0	0	135,000	0	0
Bickford Avenue & Weaver Road	Future Grant Application - Rural Town Center	0	0	865,000	0	0
Bickford Avenue & 19th Place	Traffic Impact Fee	0	0	0	33,750	135,000
Bickford Avenue & 19th Place	Future Grant Application - Transportation Improvement Board (TIB)	0	0	0	216,250	865,000
Second Street (SR9 - Lincoln Avenue) Corridor	Traffic Impact Fee	0	0	0	100,000	100,000
Second Street (SR9 - Lincoln Avenue) Corridor	Future Grant Application - WSDOT Pedestrian & Bike Program	0	0	0	900,000	900,000

City of Snohomish Capital Improvement Plan 2021-2025 Projects						
Project	Source of Funding	2021	2022	2023	2024	2025
Maple Avenue/Pine Avenue	Real Estate Excise Tax	0	0	0	0	1,280,000
Maple Avenue/Tenth Street	Real Estate Excise Tax	0	0	0	0	830,000
Avenue J/Second Street/First Street	Real Estate Excise Tax	0	0	0	0	460,000
Second Street/Pine Avenue Traffic Signal Replacement	Real Estate Excise Tax	0	0	0	0	1,000,000
Total: Streets		0	0	1,000,000	1,250,000	5,570,000
Trails & Sidewalks						
Interurban Trail Redevelopment	Real Estate Excise Tax	0	0	25,000		
Interurban Trail Redevelopment	<i>Future Grant Application - WSDOT Pedestrian & Bike Program</i>	0	0	275,000		
Sidewalk Repairs/Crosswalk Improvements	Real Estate Excise Tax	60,000	60,000	60,000	60,000	60,000
Total: Trails & Sidewalks		60,000	60,000	360,000	60,000	60,000
Transportation Benefit District (TBD)						
Fourth Street (Avenue E - Avenue J) Overlay	TBD Funds	62,500	0	0	0	0
Fourth Street (Avenue E - Avenue J) Overlay	<i>Future Grant Application - Transportation Improvement Board (TIB)</i>	437,500	0	0	0	0
Park Avenue (Hill Park - North City Limits) Overlay	TBD Funds	67,350	0	0	0	0
Bickford Avenue (Roundabout - SR 9 Overpass) Overlay	GRANT AWARDED - Transportation Improvement Board (TIB)	381,650	0	0	0	0
Park Avenue (Hill Park - North City Limits) Overlay	TBD Funds	0	114,208	0	0	0
Bickford Avenue (Roundabout - SR 9 Overpass) Overlay	TBD Funds	0	0	0	0	0
Bickford Avenue (Weaver Road - 30th Street) Overlay	GRANT AWARDED - PSRC Pavement Preservation	0	385,792	0	0	0
Bickford Avenue (Weaver Road - 30th Street) Overlay	TBD Funds	370,000	0	0	0	0
Ford Avenue (Maple Avenue - Ninth Street) Overlay	TBD Funds	150,000	0	0	0	0
Van Jan Street (Ninth Street - Root Avenue) Overlay	TBD Funds	0	300,000	0	0	0
Holly Vista Drive (East of 16th Street) Overlay	TBD Funds	250,000	0	0	0	0
14th Street (Bonneville Avenue - Avenue D) Overlay	TBD Funds	180,000	0	0	0	0
Ridge Avenue (14th Street - 15th Street) Overlay	TBD Funds	0	750,000	0	0	0
Avenue H (2nd Street - 6th Street) Overlay	TBD Funds	0	93,000	0	0	0
Pine Avenue (16th Street - 20th Street) Overlay	<i>Future Grant Application - Transportation Improvement Board (TIB)</i>	0	527,000	0	0	0
Pine Avenue (16th Street - 20th Street) Overlay	TBD Funds	0	0	320,000	0	0
Avenue A (Tenth Street - 13th Street) Overlay	TBD Funds	0	0	750,000	0	0
Ludwig Road (Second Street - City Limits) Overlay	TBD Funds	0	0	350,000	0	0
Lincoln Avenue (Maple Avenue - Holiday Street) Overlay	TBD Funds	0	0	0	200,000	0
Ninth Street (Avenue A - Root Avenue) Overlay	TBD Funds	0	0	0	280,000	0
Tenth Street (Avenue A - Alice Avenue) Overlay	TBD Funds	0	0	0	0	0
Total: Transportation Benefit District		1,899,000	2,170,000	1,420,000	480,000	0

**City of Snohomish
Capital Improvement Plan 2021-2025 Projects**

Project	Source of Funding	2021	2022	2023	2024	2025
Utility Facility						
Wastewater Treatment Plant	Sewer Funds	350,000	350,000	350,000	350,000	350,000
Water Treatment Plant Building Demolition	Water Fund	150,000	150,000	0	0	0
FEMA Levee	Sewer Funds	0	0	300,000	0	0
Filtration Upgrades	Sewer Funds	0	50,000	400,000	3,500,000	0
Rainier Lift Station Improvements	Sewer Funds	100,000	1,474,000	0	0	0
Champagne Lift Station Improvements	Sewer Funds	25,000	125,000	0	0	0
Ferguson Lift Station Improvements	Sewer Funds	0	0	100,000	0	0
Total: Utility Facility		625,000	2,149,000	1,150,000	3,850,000	350,000
Utility Pipes						
North Trunkline	Sewer Funds	300,000	3,200,000	500,000	0	0
Pilchuck Bridge Water Improvements	Water Funds	100,000	0	0	0	0
Fourth Street (Avenue E - Avenue J) Storm Improvements	Storm Funds	350,000	0	0	0	0
Machias Road PUD Water System Intertie	Water Funds	150,000	0	0	0	0
Rainier Force Main Replacement	Sewer Funds	200,000	800,000	0	0	0
Historic District CSO Reduction	Sewer Funds	0	250,000	250,000	0	250,000
Historic District CSO Reduction	Storm Funds	0	250,000	250,000	0	250,000
Holly Vista Drive Utility Improvements	Storm Funds	300,000	0	0	0	0
Holly Vista Drive Utility Improvements	Sewer Funds	250,000	0	0	0	0
16th Street (West of Holly Vista Drive) Storm Improvements	Storm Funds	0	170,000	0	0	0
Swift Creek Pipe Replacement	Storm Funds	100,000	150,000	1,500,000	0	0
Ford Avenue Storm Improvements	Storm Funds	300,000	0	0	0	0
Avenue D (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue D (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue D (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	0	0	0
Avenue E (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue E (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue E (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	0	0	0
Avenue F (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue F (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue F (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	0	0	0
Avenue F (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	225,000	0	0	0
Avenue G (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue G (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue G (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	225,000	0	0	0
Avenue H (2nd Street - 6th Street) Utility Improvements	Sewer Funds	785,000	0	0	0	0
Avenue H (2nd Street - 6th Street) Utility Improvements	Storm Funds	800,000	0	0	0	0
Avenue H (2nd Street - 6th Street) Utility Improvements	Water Funds	720,000	0	0	0	0
Avenue I (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0

City of Snohomish						
Capital Improvement Plan 2021-2025 Projects						
Project	Source of Funding	2021	2022	2023	2024	2025
Avenue I (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue I (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	0	0	0
Avenue J (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue J (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue J (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	75,000	0	0
Pine Avenue (16th Street - 20th Street) Utility Improvements	Water Funds	0	320,000	0	0	0
Pine Avenue (16th Street - 20th Street) Utility Improvements	Storm Funds	0	300,000	0	0	0
Ludwig Road (Second Street - City Limits) Overlay	Storm Funds	0	0	300,000	0	0
Lincoln Avenue (Maple Avenue - Holiday Street) Overlay	Storm Funds	0	0	200,000	0	0
Lincoln Avenue (Maple Avenue - Holiday Street) Overlay	Water Funds	0	0	200,000	0	0
Sinclair Avenue Storm Improvement	Storm Funds	0	0	200,000	0	0
Avenue D (1st Street - 2nd Street) Watermain Replacement	Water Funds	0	0	345,000	0	0
2nd Street (Avenue G - Avenue J) Watermain Replacement	Water Funds	0	0	0	660,000	0
13th Street/Avenue A Sewer Main Replacement	Sewer Funds	0	0	0	0	100,000
10th Street/Avenue A Sewer Main Replacement	Sewer Funds	0	0	0	0	160,000
86th Street SE Neighborhood Watermain Replacement	Water Funds	0	0	0	0	100,000
Total: Utility Pipes		4,355,000	5,890,000	3,820,000	660,000	860,000
TOTAL: CAPITAL EXPENDITURES		7,784,000	12,309,000	8,300,000	6,350,000	7,390,000

**City of Snohomish
Capital Improvement Plan 2021-2025 Projects**

Project	Source of Funding	2021	2022	2023	2024	2025
City Facility Upgrades	Real Estate Excise Tax	50,000	50,000	50,000	50,000	50,000
Public Works Facility Improvements - - Shoreline/Floodplain	Real Estate Excise Tax	40,000	400,000	100,000	0	0
Police Station Improvements (Wall, Entrance)	Real Estate Excise Tax	140,000	0	0	0	0
City Hall & Engrg Improvements (Roof, Seismic)	Real Estate Excise Tax	216,000	0	0	0	0
Electric Vehicle Charging Station	Real Estate Excise Tax	40,000	0	0	0	0
Riverfront Parks Improvements (Plichuck Julia, Cady Connector Bridge, Avenue A Gazebo, Trail, Kila Ha Ya)	Real Estate Excise Tax	0	25,000	0	0	0
Averill Field Improvements	Real Estate Excise Tax	0	25,000	0	0	0
Veteran's Memorial	Real Estate Excise Tax	40,000	0	0	0	0
Maple Avenue/Pine Avenue	Real Estate Excise Tax	0	0	0	0	1,280,000
Maple Avenue/Tenth Street	Real Estate Excise Tax	0	0	0	0	830,000
Avenue J/Second Street/First Street	Real Estate Excise Tax	0	0	0	0	460,000
Second Street/Pine Avenue Traffic Signal Replacement	Real Estate Excise Tax	0	0	0	0	1,000,000
Sidewalk Repairs/Crosswalk Improvements	Real Estate Excise Tax	60,000	60,000	60,000	60,000	60,000
Interurban Trail Redevelopment	Real Estate Excise Tax	0	0	25,000	0	0
	Total Real Estate Excise Tax:	586,000	560,000	235,000	110,000	3,680,000
Riverfront Parks Improvements (Plichuck Julia, Cady Connector Bridge, Avenue A Gazebo, Trail, Kila Ha Ya)	Park Impact Fee	50,000	200,000	0	0	0
Averill Field Improvements	Park Impact Fee	25,000	700,000	0	0	0
Homestead (Ludwig) Park Improvements	Park Impact Fee	40,000	40,000	100,000	0	0
	Total Park Impact Fee:	115,000	940,000	100,000	0	0
Bickford Avenue & Weaver Road	Traffic Impact Fee	0	0	135,000	0	0
Bickford Avenue & 19th Place	Traffic Impact Fee	0	0	0	33,750	135,000
Second Street (SR9 - Lincoln Avenue) Corridor	Traffic Impact Fee	0	0	0	100,000	100,000
	Total Traffic Impact Fee:	0	0	135,000	133,750	235,000
Fourth Street (Avenue E - Avenue J) Overlay	TBD Funds	62,500	0	0	0	0
Park Avenue (Hill Park - North City Limits) Overlay	TBD Funds	67,350	0	0	0	0
Bickford Avenue (Roundabout - SR 9 Overpass) Overlay	TBD Funds	0	114,208	0	0	0
Bickford Avenue (Weaver Road - 30th Street) Overlay	TBD Funds	370,000	0	0	0	0
Ford Avenue (Maple Avenue - Ninth Street) Overlay	TBD Funds	150,000	0	0	0	0
Van Jan Street (Ninth Street - Root Avenue) Overlay	TBD Funds	0	300,000	0	0	0
Holly Vista Drive (East of 16th Street) Overlay	TBD Funds	0	0	0	0	0

**City of Snohomish
Capital Improvement Plan 2021-2025 Projects**

Project	Source of Funding	2021	2022	2023	2024	2025
14th Street (Bonneville Avenue - Avenue D) Overlay	TBD Funds	250,000	0	0	0	0
Ridge Avenue (14th Street - 15th Street) Overlay	TBD Funds	180,000	0	0	0	0
Avenue H (2nd Street - 6th Street) Overlay	TBD Funds	0	750,000	0	0	0
Pine Avenue (16th Street - 20th Street) Overlay	TBD Funds	0	93,000	0	0	0
Avenue A (Tenth Street - 13th Street) Overlay	TBD Funds	0	0	320,000	0	0
Ludwig Road (Second Street - City Limits) Overlay	TBD Funds	0	0	750,000	0	0
Lincoln Avenue (Maple Avenue - Holiday Street) Overlay	TBD Funds	0	0	350,000	0	0
Ninth Street (Avenue A - Root Avenue) Overlay	TBD Funds	0	0	0	200,000	0
Tenth Street (Avenue A - Alice Avenue) Overlay	TBD Funds	0	0	0	280,000	0
	Total TBD Funds:	1,079,850	1,257,208	1,420,000	480,000	0
Public Works Facility Improvements - Shoreline/Floodplain	Sewer Fund	20,000	200,000	100,000	0	0
City Hall & Engrg Improvements (Roof, Seismic)	Sewer Fund	48,000	0	0	0	0
Wastewater Treatment Plant	Sewer Funds	350,000	350,000	350,000	350,000	350,000
FEMA Levee	Sewer Funds	0	0	300,000	0	0
Filtration Upgrades	Sewer Funds	0	50,000	400,000	3,500,000	0
Rainier Lift Station Improvements	Sewer Funds	100,000	1,474,000	0	0	0
Champagne Lift Station Improvements	Sewer Funds	25,000	125,000	0	0	0
Ferguson Lift Station Improvements	Sewer Funds	0	0	100,000	0	0
North Trunkline	Sewer Funds	300,000	3,200,000	500,000	0	0
Rainier Force Main Replacement	Sewer Funds	200,000	800,000	0	0	0
Historic District CSO Reduction	Sewer Funds	0	250,000	250,000	0	250,000
Holly Vista Drive Utility Improvements	Sewer Funds	250,000	0	0	0	0
Avenue D (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue E (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue F (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue G (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue H (2nd Street - 6th Street) Utility Improvements	Sewer Funds	785,000	0	0	0	0
Avenue I (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
Avenue J (2nd Street - 3rd Street) Utility Improvements	Sewer Funds	0	0	0	0	0
13th Street/Avenue A Sewer Main Replacement	Sewer Funds	0	0	0	0	100,000
10th Street/Avenue A Sewer Main Replacement	Sewer Funds	0	0	0	0	160,000
	Total Sewer Funds:	2,078,000	6,449,000	2,000,000	3,850,000	860,000

**City of Snohomish
Capital Improvement Plan 2021-2025 Projects**

Project	Source of Funding	2021	2022	2023	2024	2025
Public Works Facility Improvements - Shoreline/Floodplain	Storm Funds	20,000	200,000	100,000	0	0
City Hall & Engrg Improvements (Roof, Seismic)	Storm Fund	48,000				
Pilchuck Park Improvements	Storm Funds	0	0	0	0	500,000
Fourth Street (Avenue E - Avenue J) Storm Improvements	Storm Funds	350,000	0	0	0	0
Historic District CSO Reduction	Storm Funds	0	250,000	250,000	0	250,000
Holly Vista Drive Utility Improvements	Storm Funds	300,000	0	0	0	0
16th Street (West of Holly Vista Drive) Storm Improvements	Storm Funds	0	170,000	0	0	0
Swiftly Creek Pipe Replacement	Storm Funds	100,000	150,000	1,500,000	0	0
Ford Avenue Storm Improvements	Storm Funds	300,000	0	0	0	0
Avenue D (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue E (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue F (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue G (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue H (2nd Street - 6th Street) Utility Improvements	Storm Funds	800,000	0	0	0	0
Avenue I (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Avenue J (2nd Street - 3rd Street) Utility Improvements	Storm Funds	0	0	0	0	0
Pine Avenue (16th Street - 20th Street) Utility Improvements	Storm Funds	0	300,000	0	0	0
Ludwig Road (Second Street - City Limits) Overlay	Storm Funds	0	0	300,000	0	0
Lincoln Avenue (Maple Avenue - Holiday Street) Overlay	Storm Funds	0	0	200,000	0	0
Sinclair Avenue Storm Improvement	Storm Funds	0	0	200,000	0	0
Total Storm Funds:		1,918,000	1,070,000	2,550,000	0	750,000
Public Works Facility Improvements - Shoreline/Floodplain	Water Fund	20,000	200,000	100,000	0	0
City Hall & Engrg Improvements (Roof, Seismic)	Water Fund	48,000				
Water Treatment Plant Building Demolition	Water Fund	150,000	150,000	0	0	0
Pilchuck Bridge Water Improvements	Water Funds	100,000	0	0	0	0
Machias Road PUD Water System Interlie	Water Funds	150,000	0	0	0	0
Avenue D (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	0	0	0
Avenue E (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	0	0	0
Avenue F (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	225,000	0	0	0
Avenue G (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	225,000	0	0	0
Avenue H (2nd Street - 6th Street) Utility Improvements	Water Funds	720,000	0	0	0	0
Avenue I (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	0	0	0
Avenue J (2nd Street - 3rd Street) Utility Improvements	Water Funds	0	0	75,000	0	0
Pine Avenue (16th Street - 20th Street) Utility Improvements	Water Funds	0	320,000	0	0	0
Lincoln Avenue (Maple Avenue - Holiday Street) Overlay	Water Funds	0	0	200,000	0	0
Avenue D (1st Street - 2nd Street) Watermain Replacement	Water Funds	0	0	345,000	0	0
2nd Street (Avenue G - Avenue J) Watermain Replacement	Water Funds	0	0	0	660,000	0
86th Street SE Neighborhood Watermain Replacement	Water Funds	0	0	0	0	100,000
Total Water Funds:		1,188,000	1,120,000	720,000	660,000	100,000

**City of Snohomish
Capital Improvement Plan 2021-2025 Projects**

Project	Source of Funding	2021	2022	2023	2024	2025
Bickford Avenue (Weaver Road - 30th Street) Overlay	GRANT AWARDED - PSRC Pavement Preservation	0	385,792	0	0	0
Park Avenue (Hill Park - North City Limits) Overlay	GRANT AWARDED - Transportation Improvement Board (TIB)	381,650	0	0	0	0
Bickford Avenue (Roundabout - SR 9 Overpass) Overlay	Total Grant Funds:	381,650	385,792	0	0	0
Bickford Avenue & Weaver Road	Future Grant Application - Rural Town Center	0	0	865,000	0	0
Bickford Avenue & 19th Place	Future Grant Application - Transportation Improvement Board (TIB)	0	0	0	216,250	865,000
Fourth Street (Avenue E - Avenue J) Overlay	Future Grant Application - Transportation Improvement Board (TIB)	437,500	0	0	0	0
Pine Avenue (16th Street - 20th Street) Overlay	Future Grant Application - Transportation Improvement Board (TIB)	0	527,000	0	0	0
Second Street (SR9 - Lincoln Avenue) Corridor	Future Grant Application - WSDOT Pedestrian & Bike Program	0	0	0	900,000	900,000
Interurban Trail Redevelopment	Future Grant Application - WSDOT Pedestrian & Bike Program	0	0	275,000		
	Total Future Grant Application Funds:	437,500	527,000	1,140,000	1,116,250	1,765,000
	TOTAL CAPITAL EXPENDITURES:	7,784,000	12,309,000	8,300,000	6,350,000	7,390,000

ATTACHMENT C

Date: August 11, 2020

To: City Council

From: Yoshihiro Monzaki, City Engineer

Subject: **City Hall and Engineering Annex Roof Replacement and “Phase 1” Seismic Improvement Project**

SUMMARY: The City is working with SHKS Architects, P.S., Inc. (SHKS) to design the bid package for the roof replacement and “Phase 1” seismic improvements of the City Hall and Engineering Annex buildings. The construction cost estimate for this project is approximately \$360,000, including sales tax and 10% contingency.

BACKGROUND: The City Hall building was constructed in 1937 for the United States Postal Service. It was used as a Post Office until 1983 when it moved to its current location on Avenue D. It became City Hall in 1984.

The Engineering Annex building was constructed in 1909. The City acquired the building in 2009, prior to which the building was owned and used by various private businesses.

The age of the City Hall roof varies from approximately 13- to 28-years old: in 1992, the City installed a new metal roof on the eastern portion of the building, and in 2007, the western portion of the roof was replaced with Duro-Last PVC roof material. (The proposed roof repair and seismic improvements do not include the 2014 City Hall building addition, which was built to current code.)

No records of roof replacement were found for the Engineering Annex building.

City staff has completed multiple small roof repairs for both the City Hall and Engineering Annex buildings; however, leaks have been observed recently.

ANALYSIS: Roof repair consists of removing and replacing roof sheathing; installing plywood panels, roofing material, vapor barrier, and flashing; and other associated work for both buildings. The roofing material will be metal at City Hall where there is existing metal roof, with the remainder of the roof, as well as the entire Engineering Annex, being a SBS modified bitumen two-ply membrane.

Seismic improvements consists of connecting the roof beams to the masonry walls of both buildings. These “Phase 1” seismic improvements are proposed as part of the roof replacement because during demolition of the existing roof, the roof beams will be exposed, thus providing an opportunity to construct the connections to the walls.

“Phase 2” includes improvements to the wall systems at both buildings to meet current seismic and safety codes, and is proposed for a later date. Staff plans to apply for federal and state grants to assist in funding Phase 2, which is projected to cost approximately \$340,000, based on preliminary design. Having the initial design for Phase 2 and the Phase 1 construction both

completed will assist the City in ranking higher in grant applications, which are highly competitive.

BUDGETARY IMPACTS: The 2019-2020 Budget, developed in 2018, did not include the City Hall and Engineering Annex Roof Replacement and Seismic Improvement Project. The following budget adjustment is requested for the cost of this project:

FUND SOURCE	AMOUNT
General Fund	\$0
Real Estate Excise Tax	\$216,000
Sewer Fund	\$48,000
Storm Fund	\$48,000
Water Fund	\$48,000
Construction Cost Estimate	\$360,000

If Council authorizes the budget adjustment, this project will be advertised for bids. After the bid opening, the lowest responsive bidder will be presented to Council for project award. At that time, Council will make the decision to proceed with the project.

STRATEGIC PLAN REFERENCE: Initiative #8: Invest in Snohomish's civic facilities.

CITY COUNCIL GOALS: Not Applicable.

RECOMMENDATION: That the City Council DIRECT staff to include this project in a future budget adjustment and PROVIDE staff with feedback.

ATTACHMENT: None

ATTACHMENT D

**BUDGET VS ACTUAL (BVA) SUMMARY
2nd Quarter 2020**

City of Snohomish
As of June 30, 2020

Fund	Fund Name	Beginning Fund Balance 1/1/19	Increase or (Decrease) 1/19-6/20	Fund Balance at 6/30/20	PROJECTED Increase or (Decrease) July-Dec 2020	ESTIMATED Fund Balance at 12/31/2020
001	General	3,183,348	1,200,341	4,383,689	(1,939,877)	2,443,812
102	Streets	356,038	248,931	604,970	(303,857)	301,113
104	Park Impact Fee	369,271	458,108	827,379	0	827,379
107	Visitor Promotion	23,081	16,560	39,641	(9,563)	30,078
108	PBIA	61,543	2,724	64,267	(19,100)	45,167
113	Police Seizure	124	4	128	(0)	128
125	Traffic Impact Fee	412,899	9,847	422,746	112,790	535,536
130	Transportation Benefit District	3,077,813	635,134	3,712,947	684,575	4,397,522
205	Debt Service	14,604	22,993	37,598	(22,394)	15,204
305	Real Estate Excise Tax	1,003,255	(374,801)	628,454	398,750	1,027,204
310	Municipal Capital Projects	375,983	560,462	936,445	(759,400)	177,045
311	Street Capital Projects	1,587,284	681,971	2,269,255	(863,104)	1,406,151
401	Water Utility	4,152,112	1,107,324	5,259,436	557,890	5,817,326
402	Wastewater Utility	9,239,230	1,144,426	10,383,656	(569,871)	9,813,785
403	Solid Waste	171,249	5,007	176,256	(0)	176,256
404	Stormwater Utility	2,551,375	1,397,310	3,948,685	(313,445)	3,635,240
501	Fleet & Facilities	680,677	58,421	739,099	(236,437)	502,662
502	Information Services	527,506	(17,713)	509,793	69,564	579,357
503	Self-insurance	4,724	69	4,793	0	4,793
505	Equipment Replacement	289,000	(144,939)	144,061	20,645	164,706
604	Carnegie Restoration	6,770	187	6,957	(0)	6,957
	Fund Totals	\$ 28,087,885	\$ 7,012,367	\$ 35,100,253	\$ (3,192,832)	\$ 31,907,421

City of Snohomish
Budget Vs. Actual - Revenues & Expenditures

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
GENERAL FUND					
REVENUES					
Property Tax	2,486,775	1,251,876	609,442	74.8%	625,457
Sales Tax	8,869,661	4,688,183	2,237,705	78.1%	1,943,773
Utility and Other Taxes	3,130,000	1,508,592	814,374	74.2%	807,034
Business Licenses	116,800	65,620	38,672	89.3%	12,508
Building/Other Permits	212,200	189,484	65,698	120.3%	(42,982)
Grants	6,000	22,216	10,000	536.9%	(26,216)
State Shared Revenue	451,000	236,987	87,492	71.9%	126,521
Cost Allocation Charges	2,436,318	1,188,867	608,598	73.8%	638,853
Fees, Fines and Penalties	566,400	398,988	111,547	90.1%	55,865
Interest/Miscellaneous	270,080	229,349	77,819	113.7%	(37,088)
Total Revenues	18,545,234	9,780,161	4,661,347	77.9%	4,103,726
EXPENDITURES					
City Council					
Salaries & Wages	86,184	42,066	21,546	73.8%	22,572
Personnel Tax&Benefits	6,794	3,404	1,735	75.6%	1,655
Supplies	500	193	111	60.8%	196
Services/Cost Allocation	21,500	7,461	4,329	54.8%	9,710
Sub-Total City Council	114,978	53,124	27,721	70.3%	34,133
Mayor & Administrator					
Salaries & Wages	536,626	227,492	103,140	61.6%	205,994
Personnel Tax&Benefits	241,182	72,588	32,637	43.6%	135,957
Supplies	800	87	228	39.3%	485
Services/Cost Allocation	230,939	93,226	37,173	56.5%	100,540
Sub-Total Mayor & Administrator	1,009,547	393,392	173,178	56.1%	442,977
City Clerk					
Salaries & Wages	212,808	118,675	89,289	97.7%	4,844
Personnel Tax&Benefits	92,062	49,135	34,909	91.3%	8,018
Supplies	1,400	2,525	675	228.6%	(1,800)
Services/Cost Allocation	99,766	43,715	18,782	62.6%	37,269
Sub-Total City Clerk	406,036	214,051	143,655	88.1%	48,330
Human Resources					
Supplies	2,900	6,175	95	216.2%	(3,370)
Services	521,200	253,731	260,065	98.6%	7,404
Sub-Total Human Resources	524,100	259,906	260,160	99.2%	4,034

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
Economic Development					
Salaries & Wages	210,612	104,535	54,408	75.5%	51,669
Personnel Tax&Benefits	91,586	44,312	22,574	73.0%	24,700
Supplies	2,500	6,388	3,955	413.7%	(7,843)
Services/Cost Allocation	70,466	40,798	12,825	76.1%	16,843
Sub-Total Economic Development	375,164	196,032	93,762	77.2%	85,370
Finance					
Salaries & Wages	976,350	423,000	210,552	64.9%	342,798
Personnel Tax&Benefits	346,323	134,460	71,146	59.4%	140,717
Supplies	7,000	2,299	442	39.2%	4,259
Services/Cost Allocation	302,994	150,632	59,918	69.5%	92,444
Finance Totals	1,632,667	710,391	342,058	64.5%	580,218
Law Enforcement					
Salaries & Wages	257,886	126,211	56,322	70.8%	75,353
Personnel Tax&Benefits	128,996	61,277	13,574	58.0%	54,145
Supplies	3,000	1,272	300	52.4%	1,428
Services/Cost Allocation	6,725,723	2,982,375	1,441,310	65.8%	2,302,038
Court Expenses	661,500	287,915	163,512	68.2%	210,073
Sub-Total Law Enforcement	7,777,105	3,459,049	1,675,018	66.0%	2,643,038
Plan/Permit/Bldg./Inspection					
Salaries & Wages	728,770	374,948	190,205	77.5%	163,617
Personnel Tax&Benefits	288,089	141,733	71,618	74.1%	74,737
Supplies	10,500	4,903	168	48.3%	5,429
Services/Cost Allocation	383,717	129,670	44,922	45.5%	209,125
Sub-Total Plan/Permit/Bldg,Inspect.	1,411,076	651,255	306,913	67.9%	452,908

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
Parks					
Salaries & Wages	752,508	387,515	169,821	74.1%	195,172
Personnel Tax&Benefits	260,639	136,648	67,750	78.4%	56,241
Supplies	175,000	56,433	12,044	39.1%	106,523
Services/Cost Allocation	448,479	206,924	95,598	67.5%	145,957
Sub-Total Parks	1,636,626	787,521	345,213	69.2%	503,892
Engineering					
Salaries & Wages	1,042,411	447,553	238,304	65.8%	356,554
Personnel Tax&Benefits	383,996	176,146	102,693	72.6%	105,157
Supplies	7,500	2,561	400	39.5%	4,539
Services/Cost Allocation	334,572	155,436	81,840	70.9%	97,296
Sub-Total Engineering	1,768,479	781,696	423,237	68.1%	563,547
Non-Departmental					
Personnel Tax&Benefits	44,000	24,023	16,418	91.9%	3,560
Supplies	4,000	2,414	682	77.4%	904
Services/Cost Allocation	489,102	236,593	132,499	75.5%	120,010
Legal Fees	410,000	144,706	45,370	46.4%	219,924
Debt Service	123,176	61,588	30,794	75.0%	30,794
Transfers to Other Funds	1,665,000	832,500	416,250	75.0%	416,250
Sub-Total Non-Departmental	2,735,278	1,301,823	642,013	71.1%	791,442
Total Expenditures	19,391,055	8,808,239	4,432,928	68.3%	6,149,888

Professional services, communications, postage, travel, dues, training, etc..)

GENERAL FUND

Budgeted Increase (Decrease) in Balance	(845,821)		
Increase (Decrease) in Fund Balance		971,922	228,419
2019 Beginning Fund Balance	3,183,348		
Current Ending Fund Balance		4,383,689	

City of Snohomish
Budget Vs. Actual - Revenues & Expenditures

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
STREET FUND					
REVENUES					
Taxes	468,100	228,040	96,161	69.3%	143,899
Miscellaneous	20,000	12,824	2,607	77.2%	4,569
Transfer-In Other Funds	1,680,000	840,000	420,000	75.0%	420,000
Total Revenues	2,168,100	1,080,864	518,768	73.8%	568,468

EXPENDITURES					
Street Maintenance/Traffic-Ped Safety and Admin					
Salaries & Wages	640,776	317,671	144,727	72.2%	178,378
Personnel Tax&Benefits	295,272	133,590	64,764	67.2%	96,918
Supplies	238,600	93,074	14,057	44.9%	131,469
Services/Cost Allocation	1,048,378	415,313	167,505	55.6%	465,560
Total Expenditures	2,223,025	959,648	391,053	60.8%	872,324

STREET FUND					
Increase (Decrease) in Fund Balance	(54,925)				
<i>Increase (Decrease) in Fund Balance</i>		121,216	127,715		
<i>2019 Beginning Fund Balance</i>	<u>356,038</u>				
<i>Current Ending Fund Balance</i>			<u>604,970</u>		

**City of Snohomish
Budget Vs. Actual - Revenues & Expenditures**

Account Number	Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
WATER FUND REVENUES						
320	License & Permits	4,200	1,060	650	40.7%	2,490
340	Fees for Service	5,862,597	2,794,680	1,290,157	69.7%	1,777,760
360	Grants-Miscellaneous	230,000	179,180	252,557	187.7%	(201,737)
370	Connection/Capital Chg	269,044	156,917	80,217	88.1%	31,910
Total Revenues		6,365,841	3,131,837	1,623,581	74.7%	1,610,423

EXPENDITURES						
10	Salaries & Wages	757,959	345,223	184,605	69.9%	228,131
20	Personnel Tax&Benefits	332,175	144,900	73,506	65.8%	113,769
30	Supplies	1,700,272	828,049	364,028	70.1%	508,195
40	Services/Cost Allocation	1,616,958	836,469	396,615	76.3%	383,874
	Capital Outlays	794,000	409,118	65,581	59.8%	319,301
Total Expenditures		5,201,364	2,563,759	1,084,335	70.1%	1,233,969

WATER FUND			
Budgeted Increase (Decrease) in Fund Balance	1,164,477		
<i>Increase (Decrease) in Fund Balance</i>		568,078	539,246
<i>2019 Beginning Fund Balance</i>	4,152,112		
Current Ending Fund Balance		5,259,436	

City of Snohomish
Budget Vs. Actual - Revenues & Expenditures

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
SEWER FUND REVENUES					
License & Permits	4,200	1,700	1,250	70.2%	1,250
Fees for Service	7,973,852	4,083,289	1,938,904	75.5%	1,951,659
Miscellaneous	175,000	225,018	84,251	176.7%	(134,269)
Connection/Capital Chg	782,460	279,900	45,109	41.5%	457,451
Transfer-In Other Funds	200,000	100,000	50,000	75.0%	50,000
Total Revenues	9,135,512	4,689,907	2,119,514	74.5%	2,326,091

EXPENDITURES					
Admin/Collection/Treatment					
Salaries & Wages	917,549	437,467	215,653	71.2%	264,429
Personnel Tax&Benefits	375,456	177,143	92,130	71.7%	106,183
Supplies	651,600	225,083	157,839	58.8%	268,678
Services/Cost Allocation	2,136,569	1,010,242	498,727	70.6%	627,600
Debt Principal	1,430,808	715,403	715,403	100.0%	2
Interest	49,444	26,510	22,933	100.0%	1
Capital Outlay	4,579,000	343,269	449,694	17.3%	3,786,037
Transfers	770,000	385,000	192,500	75.0%	192,500
Total Expenditures	10,910,426	3,320,117	2,344,879	51.9%	5,245,430

SEWER FUND					
Increase (Decrease) in Fund Balance	(1,774,914)				
<i>Increase (Decrease) in Fund Balance</i>		1,369,791	(225,365)		
<i>2019 Beginning Fund Balance</i>	9,239,230				
<i>Current Ending Fund Balance</i>			10,383,656		

City of Snohomish
Budget Vs. Actual - Revenues & Expenditures

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
STORMWATER FUND					
REVENUES					
Grants	-	50,000		0.0%	(50,000)
Fees for Service	2,805,519	1,387,144	707,015	74.6%	711,360
Miscellaneous	100,000	64,974		65.0%	35,026
Transfer In	695,000	347,500	173,750	75.0%	173,750
Total Revenues	3,600,519	1,849,618	880,765	75.8%	870,136

EXPENDITURES					
Salaries & Wages	348,752	164,266	83,988	71.2%	100,498
Personnel Tax&Benefits	171,844	80,784	42,928	72.0%	48,132
Supplies	45,350	4,686	6,124	23.8%	34,540
Services/Cost Allocation	867,708	352,930	200,077	63.7%	314,701
Capital Outlay	1,718,000	198,064	75,477	15.9%	1,444,459
Transfers	165,000	82,500	41,250	75.0%	41,250
Total Expenditures	3,316,654	883,229	449,844	40.2%	1,983,581

STORMWATER FUND					
Increase (Decrease) in Fund Balance	283,865				
Increase (Decrease) in Fund Balance		966,389	430,921		
2019 Beginning Fund Balance	2,551,375				
Current Ending Fund Balance			3,948,685		

City of Snohomish
Budget Vs. Actual - Revenues & Expenditures

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
FLEET & FACILITIES FUND					
REVENUES					
Cost Allocation Charges	1,632,470	816,235	408,118	75.0%	408,117
Miscellaneous	14,400	13,754	3,571	120.3%	(2,925)
Total Revenues	1,646,870	829,989	411,689	75.4%	405,192
Salaries & Wages	555,704	266,198	130,320	71.4%	159,186
Personnel Tax&Benefits	220,358	104,551	54,478	72.2%	61,329
Supplies	306,000	145,064	37,344	59.6%	123,592
Services/Cost Allocation	695,823	275,359	134,692	58.9%	285,772
Transfers Out	47,000	23,500	11,750	75.0%	11,750
Total Expenditures	1,824,885	814,672	368,584	64.8%	641,629
FLEET & FACILITIES FUND					
Increase (Decrease) in Fund Balance	(178,015)				
<i>Increase (Decrease) in Fund Balance</i>		15,316	43,105		
<i>2019 Beginning Fund Balance</i>	680,677				
<i>Current Ending Fund Balance</i>			739,099		

City of Snohomish
Budget Vs. Actual - Revenues & Expenditures

Description	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance
INFORMATION SERVICES					
REVENUES					
Cost Allocation Charges	1,126,740	563,370	281,685	75.0%	281,685
Miscellaneous	10,000	9,873	2,500	123.7%	(2,373)
Total Revenues	1,136,740	573,243	284,185	75.4%	279,312
EXPENDITURES					
Salaries & Wages	383,628	191,760	98,070	75.5%	93,798
Personnel Tax&Benefits	172,303	84,272	42,691	73.7%	45,340
Supplies	142,660	60,610	22,290	58.1%	59,760
Services/Cost Allocation	274,098	94,350	42,903	50.1%	136,845
*Capital Project	112,200	155,666	82,528	212.3%	(125,994)
Total Expenditures	1,084,889	586,658	288,482	80.7%	209,749

Information Services

Budgeted Increase (Decrease) in Fund Balance	51,851		
YTD Increase (Decrease) in Fund Balance		(13,416)	(4,297)
2019 Beginning Fund Balance	527,506		
Current Ending Fund Balance			509,793

*- Incode 10 Project carryover from 2018

City of Snohomish
 Budget Vs. Actual - Revenues & Expenditures
 Period: January-December 2019

Fund	Non-Operating Funds Revenue	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance	Non-Operating Funds Expense	2019-2020 Budget	Jan-Dec 2019	Jan-June 2020	% of Budget	Remaining Balance	2019 Fund Increase (Decrease)	2020 Fund Increase (Decrease)
104	Park Impact Fee	436,000	428,465	29,643	105.1%	(22,108)	Park Impact Fee	23,000	8,437		0.0%	-	428,465	29,643
107	Visitor Promotion	20,400	19,244	5,753	122.5%	(4,597)	Visitor Promotion	50,000	23,900		36.7%	14,563	10,807	5,753
108	PBIA	51,400	18,948	7,676	51.8%	24,776	PBIA				47.8%	26,100	(4,952)	7,676
113	Police Seizure		3	1	0.0%	(4)	Police Seizure				0.0%	-	3	1
125	Traffic Impact Fees	294,495	105,085	16,362	41.2%	173,048	Traffic Impact Fees	148,800	74,400	37,200	75.0%	37,200	30,685	(20,838)
130	Transportation Benefit District	2,100,154	1,129,637	521,072	78.6%	449,445	Transportation Benefit District	1,251,000	675,655	339,920	81.2%	235,425	453,982	181,152
205	Debt Service	123,776	62,333	30,909	75.3%	30,534	Debt Service	123,175	62,723	7,526	57.0%	52,927	(390)	23,383
305	REET	1,130,000	616,894	242,055	76.0%	271,051	REET	1,645,000	822,500	411,250	75.0%	411,250	(205,608)	(169,195)
310	Muni Capital Projects	2,418,000	964,463	808,705	73.3%	644,832	Muni Capital Projects	2,616,938	299,824	912,882	46.3%	1,404,232	664,640	(104,177)
311	Streets Capital Projects	4,934,000	1,418,644	597,223	40.9%	2,918,133	Streets Capital Projects	5,115,133	1,198,638	135,258	26.1%	3,781,237	220,006	461,965
403	Solid Waste	-	4,058	958	0.0%	(5,016)	Solid Waste		5	3	0.0%	(8)	4,053	955
503	Unemployment Fund	10,100	104	26	1.3%	9,970	Unemployment Fund	10,000	180,996	61	0.6%	9,939	104	(35)
505	Equipment Replacement	83,258	42,386	20,227	75.2%	20,645	Equipment Replacement	189,000		26,556	109.8%	(18,552)	(138,610)	(6,329)
604	Carnegie Restoration	120	149	38	155.9%	(67)	Carnegie Restoration				0.0%	-	149	38

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**DRAFT PRELIMINARY BUDGET
FOR 2021-2022**

**City of Snohomish
Budget Projection 2021-2022**

Fund	Fund Name	ESTIMATED Fund Balance at 12/31/2020	PRELIM Increase or (Decrease) 2021-2022	ESTIMATED Fund Balance at 12/31/2022
001	General	2,443,812	(1,120,602)	1,323,210
102	Streets	301,113	10,976	312,089
104	Park Impact Fee	827,379	(755,000)	72,379
107	Visitor Promotion	30,078	-	30,078
108	PBIA	45,167	(10,000)	35,167
113	Police Seizure	128	10	138
125	Traffic Impact Fee	535,536	200,000	735,536
130	Transportation Benefit District	4,397,522	(143,358)	4,254,164
205	Debt Service	15,204	1,000	16,204
305	Real Estate Excise Tax	1,027,204	(146,000)	881,204
310	Municipal Capital Projects	177,045	-	177,045
311	Street Capital Projects	1,406,151	-	1,406,151
401	Water Utility	5,817,326	(142,668)	5,674,658
402	Wastewater Utility	9,813,785	(2,896,349)	6,917,436
403	Solid Waste	176,256	-	176,256
404	Stormwater Utility	3,635,240	(2,196,677)	1,438,563
501	Fleet & Facilities	502,662	(221,833)	280,829
502	Information Services	579,357	(43,446)	535,911
503	Self-insurance	4,793	100	4,893
505	Equipment Replacement	164,706	(96,742)	67,964
604	Carnegie Restoration	6,957	-	6,957
	Fund Totals	\$ 31,907,421	\$ (7,560,589)	\$ 24,346,832

**City of Snohomish
Budget Projection 2021-2022**

Account Description	2019-2020 Budget	Projected 2021-2022
GENERAL FUND		
REVENUES		
Property Tax	2,486,775	2,588,378
313 Sales Tax	8,869,661	8,673,138
316 Utility and Other Taxes	3,130,000	3,000,000
321 Business Licenses	116,800	80,000
322 Building/Other Permits	212,200	294,400
334 Grants	6,000	-
335/336 State Shared Revenue	451,000	770,868
341 Cost Allocation Charges	2,436,318	2,436,318
342-357 Fees, Fines and Penalties	566,400	800,000
360 Interest/Miscellaneous	270,080	300,000
Total Revenues	18,545,234	18,943,101
EXPENDITURES		
City Council		
10 Salaries & Wages	86,184	86,184
20 Personnel Tax&Benefits	6,794	6,794
30 Supplies	500	500
40 Services/Cost Allocation	21,500	21,500
Sub-Total City Council	114,978	114,978
Mayor & Administrator		
10 Salaries & Wages	536,626	425,407
20 Personnel Tax&Benefits	241,182	142,506
30 Supplies	800	800
40 Services/Cost Allocation	230,939	287,878
Sub-Total Mayor & Administrator	1,009,547	856,591
City Clerk		
10 Salaries & Wages	212,808	380,456
20 Personnel Tax&Benefits	92,062	15,039
30 Supplies	1,400	3,384
40 Services/Cost Allocation	99,766	75,213
Sub-Total City Clerk	406,036	474,092
Human Resources		
30 Supplies	2,900	3,600
40 Services	521,200	506,659
Sub-Total Human Resources	524,100	510,259

Account Description	2019-2020 Budget	Projected 2021-2022
Economic Development		
10 Salaries & Wages	210,612	225,316
20 Personnel Tax&Benefits	91,586	95,900
30 Supplies	2,500	3,400
40 Services/Cost Allocation	70,466	83,400
Sub-Total Economic Development	375,164	408,016
Finance		
10 Salaries & Wages	976,350	899,502
20 Personnel Tax&Benefits	346,323	305,181
30 Supplies	7,000	7,000
40 Services/Cost Allocation	302,994	303,000
Finance Totals	1,632,667	1,514,683
Law Enforcement		
10 Salaries & Wages	257,886	
20 Personnel Tax&Benefits	128,996	
30 Supplies	3,000	2,000
40 Services/Cost Allocation	6,725,723	7,725,243
50 Court Expenses	661,500	671,500
Sub-Total Law Enforcement	7,777,105	8,398,743
Plan/Permit/Bldg./Inspection		
10 Salaries & Wages	728,770	784,753
20 Personnel Tax&Benefits	288,089	311,196
30 Supplies	10,500	7,500
40 Services/Cost Allocation	383,717	365,292
Sub-Total Plan/Permit/Bldg,Inspect.	1,411,076	1,468,741

Account Description	2019-2020 Budget	Projected 2021-2022
Parks		
10 Salaries & Wages	752,508	782,426
20 Personnel Tax&Benefits	260,639	287,653
30 Supplies	175,000	175,000
40 Services/Cost Allocation	448,479	483,479
Sub-Total Parks	1,636,626	1,728,558
Engineering		
10 Salaries & Wages	1,042,411	1,025,684
20 Personnel Tax&Benefits	383,996	437,048
30 Supplies	7,500	7,500
40 Services/Cost Allocation	334,572	337,192
Sub-Total Engineering	1,768,479	1,807,424
Non-Departmental		
20 Personnel Tax&Benefits	44,000	52,000
30 Supplies	4,000	4,000
40 Services/Cost Allocation	489,102	500,000
41 Legal Fees	410,000	302,368
60 Debt Service	123,176	123,250
90 Transfers to Other Funds	1,665,000	1,800,000
Sub-Total Non-Departmental	2,735,278	2,781,618
Total Expenditures	19,391,055	20,063,703

*Includes professional services, communications, postage, travel, dues, training, etc..)

GENERAL FUND

Budgeted Increase (Decrease) in Fund Balance (845,821) (1,120,602)

<i>2021 Estimated Beginning Fund Balance</i>	2,443,812
<i>2022 Estimated Ending Fund Balance</i>	1,323,211

**City of Snohomish
Budget Projection 2021-2022**

Account	Description	2019-2020 Budget	Projected 201-2022
STREET FUND REVENUES			
336	Taxes	468,100	450,000
360	Miscellaneous	20,000	20,000
390	Transfer-In Other Funds	1,680,000	1,800,000
Total Revenues		2,168,100	2,270,000

EXPENDITURES Street Maintenance/Traffic-Ped Safety and Admin			
10	Salaries & Wages	640,776	616,687
20	Personnel Tax&Benefits	295,272	253,759
30	Supplies	238,600	263,600
40	Services/Cost Allocation	1,048,378	1,124,978
Total Expenditures		2,223,025	2,259,024

STREET FUND			
Budgeted Increase (Decrease) in Fund Balance	(54,925)	10,976	

<i>2021 Estimated Beginning Fund Balance</i>	301,113
<i>2022 Estimated Ending Fund Balance</i>	312,089

**City of Snohomish
Budget Projection 2021-2022**

Account Number	Description	2019-2020 Budget	Projected 2020-2022
WATER FUND REVENUES			
320	License & Permits	4,200	1,000
340	Fees for Service	5,862,597	5,400,000
360	Interest/Miscellaneous	230,000	80,000
370	Connection/Capital Chg	269,044	160,000
Total Revenues		6,365,841	5,641,000

EXPENDITURES			
10	Salaries & Wages	757,959	769,969
20	Personnel Tax&Benefits	332,175	309,050
30	Supplies	1,700,272	2,100,272
40	Services/Cost Allocation	1,616,958	1,653,377
	Capital Outlays	794,000	683,000
	Transfers Out		268,000
Total Expenditures		5,201,364	5,783,668

WATER FUND

Budgeted Increase (Decrease) in Fund Balance 1,164,477 (142,668)

<i>2021 Estimated Beginning Fund Balance</i>	5,817,326
<i>2022 Estimated Ending Fund Balance</i>	5,674,658

**City of Snohomish
Budget Projection 2021-2022**

Account Number	Description	2019-2020 Budget	Projected 2021-2022
SEWER FUND REVENUES			
320	License & Permits	4,200	3,000
340	Fees for Service	7,973,852	7,600,000
360	Interest/Miscellaneous	175,000	150,000
370	Connection/Capital Chg	782,460	200,000
390	Transfer-In Other Funds	200,000	2,260,000
Total Revenues		9,135,512	10,213,000

EXPENDITURES			
Admin/Collection/Treatment			
10	Salaries & Wages	917,549	932,912
20	Personnel Tax&Benefits	375,456	430,531
30	Supplies	651,600	651,600
40	Services/Cost Allocation	2,136,569	2,186,654
70	Debt Principal	1,430,808	1,430,808
80	Interest	49,444	49,444
60	Capital Outlay	4,579,000	7,159,400
50	Transfers	770,000	268,000
Total Expenditures		10,910,426	13,109,349

SEWER FUND
Budgeted Increase (Decrease) in Fund Balance (1,774,914) (2,896,349)

<i>2021 Estimated Beginning Fund Balance</i>	9,813,785
<i>2022 Estimated Ending Fund Balance</i>	6,917,436

**City of Snohomish
Budget Projection 2021-2022**

Account Number	Description	2019-2020 Budget	Projected 2020-2022
STORMWATER FUND			
REVENUES			
330	Grants	-	
340	Fees for Service	2,805,519	2,800,000
360	Interest/Miscellaneous	100,000	25,000
390	Transfer In	695,000	2,005,000
Total Revenues		3,600,519	4,830,000

EXPENDITURES			
10	Salaries & Wages	348,752	350,666
20	Personnel Tax&Benefits	171,844	184,743
30	Supplies	45,350	55,350
40	Services/Cost Allocation	867,708	900,718
60	Capital Outlay	1,718,000	4,225,200
50	Transfers	165,000	1,310,000
Total Expenditures		3,316,654	7,026,677

STORMWATER FUND			
Budgeted Increase (Decrease) in Fund Balance	283,865	(2,196,677)	

<i>2021 Estimated Beginning Fund Balance</i>	3,635,240
<i>2022 Estimated Ending Fund Balance</i>	1,438,563

City of Snohomish
Budget Projection 2021-2022

Account Number	Description	2019-2020 Budget	Projected 2020-2022
FLEET & FACILITIES FUND REVENUES			
340	Cost Allocation Charges	1,632,470	1,632,470
360	Miscellaneous	14,400	10,000
Total Revenues		1,646,870	1,642,470

10	Salaries & Wages	555,704	586,837
20	Personnel Tax&Benefits	220,358	222,043
30	Supplies	306,000	246,000
40	Services/Cost Allocation	695,823	809,423
50	Transfers Out	47,000	
Total Expenditures		1,824,885	1,864,303

FLEET & FACILITIES FUND			
Budgeted Increase (Decrease) in Fund Balance		(178,015)	(221,833)

<i>2021 Estimated Beginning Fund Balance</i>	502,662
<i>2022 Estimated Ending Fund Balance</i>	280,829

City of Snohomish
 Budget Projection 2021-2022

Account Number	Description	2019-2020 Budget	Projected 2020-2022
INFORMATION SERVICES REVENUES			
340	Cost Allocation Charges	1,126,740	1,126,740
360	Miscellaneous	10,000	80,000
Total Revenues		1,136,740	1,206,740
10	Salaries & Wages	383,628	406,029
20	Personnel Tax&Benefits	172,303	181,621
30	Supplies	142,660	128,680
40	Services/Cost Allocation	274,098	281,356
*60	*Capital Project	112,200	252,500
Total Expenditures		1,084,889	1,250,186
Information Services			
Budgeted Increase (Decrease) in Fund Balance		51,851	(43,446)
<i>2021 Estimated Beginning Fund Balance</i>			<u>579,357</u>
<i>2022 Estimated Ending Fund Balance</i>			<u><u>535,911</u></u>

**City of Snohomish
Budget Projection 2021-2022**

Fund #	104	107	108	113	125	130	205	305
Description	Park Impact Fee	Visitor Promotion	PBIA	Police Seizure	Traffic Impact Fees	Transportation Benefit District	Debt Service	REET
2021-2022 Budget Rev	300,000	20,000	40,000	10	200,000	2,038,200	124,520	1,000,000
2021-2022 Budget Exp	1,055,000	20,000	50,000	-	-	2,181,558	123,520	1,146,000
Budgeted Increase (Decrease) in Fund Balance	(755,000)	-	(10,000)	10	200,000	(143,358)	1,000	(146,000)
Estimated Beginning Fund Balance	827,379	30,078	45,167	128	535,536	4,397,522	15,204	1,027,204
Budgeted Ending Fund Balance	72,379	30,078	35,167	138	735,536	4,254,164	16,204	881,204

**City of Snohomish
Budget Projection 2021-2022**

Fund #	310	311	403	503	505	604
Description	Muni Capital Projects	Streets Capital Projects	Solid Waste	Unemployment Fund	Equipment Replacement	Carnegie Restoration
2021-2022 Budget Rev	2,885,000	3,069,000	-	10,100	83,258	-
2021-2022 Budget Exp	2,885,000	3,069,000	-	10,000	180,000	-
Budgeted Increase (Decrease) in Fund Balance	-	-	-	100	(96,742)	-
Estimated Beginning Fund Balance	177,045	1,406,151	176,256	4,793	164,706	6,957
Budgeted Ending Fund Balance	177,045	1,406,151	176,256	4,893	67,964	6,957