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# 2017 BUDGET

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To: Citizens of the City of Burlington  
Burlington City Council  
Burlington City Employees

From: Steve Sexton, Mayor

Subject: 2017 City of Burlington Budget

I am submitting the adopted 2017 City of Burlington budget document to you for your information. This budget reflects the cooperative efforts of the City Council, Mayor, city staff, and members of the public that participated in its development. I believe that this budget responds to the needs of Burlington's residents, businesses, and visitors alike, and demonstrates Burlington's continued commitment to maximize the efficiency and effectiveness of City operations. The 2017 budget has been developed based upon the following philosophy, assumptions and projections:

Strategic Planning & Level of Service Delivery Model:

The 2017 budget reflects the ongoing implementation of a budget model that directs the investment of city resources to achieve desired, measurable outcomes. Each city department budget request was reviewed in light of desired level of service provision, evaluation of 2016 accomplishments, and establishment of 2017 goals.

**Resources:**

The 2017 budget projects \$23,017,750 in total revenues, including \$12,813,975 in the Current Expense Fund (001). The 2017 budget projects a year-end cumulative ending net cash balance of \$14,252,255, including \$2,439,920 in the Current Expense Fund (001). The budget reflects modest continuation of sales tax revenue trends, and projects \$8.0 Million in revenue. As per Council direction, a significant portion of sales tax revenue continues to be ear-marked to fund transportation infrastructure maintenance and enhancement needs. For the ninth year in a row, the City Council did not impose the optional 1% annual increase in property taxes allowed by state law, nor did it increase any associated fees or taxes other than those minor adjustments previously directed by ordinance. In addition, City Council stayed the previously adopted 2% utility tax on potable water for the duration of 2017.

**Expenditures:**

2017 budget expenditures total \$27,137,985, including \$13,868,840 within the Current Expense Fund. The 2017 budget funds essential services while maintaining a 20% Current Expense Fund operating reserve, as per Council policy. The budget includes modest wage adjustments

(generally 1%) as negotiated within settled collective bargaining agreements at the time of budget adoption. There was a modest (1.0 FTE total) increase in staffing in the Fire Department/Fire Marshal's Offices to respond to administrative support and fire safety education demands, and a 0.5 FTE increase within Human Resources to respond to increased demands within that department. As in prior years, professional services budget line items were "zero-based", and where possible, they have been redirected internally to staff resources where doing so would result in measurable cost savings.

The City continues to manage debt responsibly, having paid off two significant debt obligations since 2013 (one to construct the city hall and library, and another to enhance the sewer treatment plant). Debt payments for 2017 include \$23,900 in principal and interest for the 2008 Long Term General Obligation Bond in support of the North Burlington Boulevard reconstruction project (final payment due in 2021), and \$568,820 in principal and interest payment to retire 2007 Storm-Water Infrastructure Revenue Bonds.

### **Summary of Significant City Policy Initiatives for 2017:**

- Community Development:
  - Complete the 2017 Comprehensive Plan Update – including major revision of the Transportation Element, Capital Facilities Element, six – year Capital Improvement Plan, GIS land-use data layers, and update pertinent Development Regulations
  - Develop criteria and select new permit tracking and reporting software
- Finance:
  - Fully implement and account for citywide equipment replacement schedules utilizing the Equipment Rental and Revolving Fund
  - Enhance multi-year revenue and expenditure forecasting capabilities for budgeting purposes
  - Complete utility rate analyses for the Sewer and Storm water systems to fund implementation of the sewer and storm water master plans and maintain fiscal sustainability of utility funds
- Fire Department:
  - Improve the Fire Department rating by the Washington State Ratings Bureau (rerating effort initiated mid 2017). Continue to enhance the Level of Service provided to the public, enhance staff training and certification, implement robust commercial inspection program, implement education and prevention programs, and enhance partnerships with neighboring response organizations
- Human Resources:
  - Update and modernize citywide personnel policies and programs
  - Update ten year old compensation analysis
- Indigent Defense:

- End federal court oversight of the Burlington and Mount Vernon Public Defense system and replace the Court appointed Public Defense Auditor with an independent professional Public Defense Auditor, and continue to enhance services to clients
- Library:
  - Enhance multi-cultural programs and outreach to Burlington's diverse population, enhance early literacy programs and coordination with community partners, and enhance adult life-long learning opportunities and outreach
- Parks and Recreation:
  - Assess need for update to the Parks and Recreation Department Master Plan, conduct a customer survey of recreation program needs and desires, assess park facility needs, and align parks and recreation programs to community desires, and resources available
- Police:
  - Recruit new Police Chief, fill unfilled positions and implement/enhance Community Resource Officer, Traffic Safety, and Drug Task Force positions and programs as budgeted
  - Design and implement city Emergency Management plans and programs to respond to emergencies

### **Summary of Significant City Infrastructure and Significant Projects for 2017:**

- Buildings and Grounds:
  - Design a fully functional Emergency Operation Center within the Public Safety Building and identify information technology and equipment needs
  - Enhance safety, security and monitoring systems throughout city facilities
- Sewer:
  - Rebuild sewer pump stations #6 and #10
  - Upgrade Ultra-Violet treatment system at the sewer treatment plant
  - Upgrade the Septage Dump Station
- Storm Water:
  - Construct additional Low Impact Development (pervious concrete) street shoulders
  - Upgrade storm water pump station (design phase) at Walnut and Washington
- Streets:
  - Acquire right of way for new partial cloverleaf at the northwest corner of the George Hopper I-5 interchange. Design additional westbound lane on George Hopper

- Design and construct George Hopper and Costo traffic signal improvements
- Design safety crosswalk and traffic signal for SR 20 at Skagit Street intersection
- Design extension of Tammi Wilson trail to cross Gages Slough along westside of Burlington Boulevard
- Secure funding for future phases of George Hopper interchange project and Cherry Street / Fairhaven reconstruction project

A more detailed listing of department accomplishments in 2016 and 2017 goals will be presented in electronic format on the city website. I want to thank the residents of Burlington, Burlington businesses and visitors, and especially the Burlington City Council for providing the resources necessary to make Burlington a successful organization, and a thriving community.



## ELECTED OFFICIALS

		<u>TERM</u>	<u>TERM ENDS</u>
<b>MAYOR:</b>	Steve Sexton	4 years	December, 2019
<b>COUNCILORS:</b>			
N.W. Ward #1	Ted Montgomery	4 years	December, 2019
N.E. Ward #2	Edith Edmundson	4 years	December, 2019
Central Ward #3	Richard DeGloria	4 years	December, 2019
S.W. Ward #4	Tonya Bieche	4 years	December, 2017
S.E. Ward #5	Chris Loving	4 years	December, 2017
East Ward #6	Bill Aslett	4 years	December, 2017
At Large	Joe DeGloria	4 years	December, 2017

## EXECUTIVE STAFF

CITY ADMINISTRATOR	Bryan Harrison
CITY ATTORNEY	Leif Johnson
FINANCE DIRECTOR	Renee Sinclair
FIRE CHIEF	Levon Yengoyan
LIBRARY DIRECTOR	Sarah Ward
PARKS DIRECTOR	Jennifer Berner
POLICE CHIEF	Michael Luvera
PUBLIC WORKS DIRECTOR	Marvin Pulst

**AN ORDINANCE ADOPTING THE 2017 BUDGET OF THE CITY OF BURLINGTON, WASHINGTON AND SETTING FORTH IN SUMMARY FORM THE ESTIMATED REVENUES AND APPROPRIATED EXPENDITURE TOTALS**

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

**SECTION I.** The final budget for the calendar year 2017, entitled "CITY OF BURLINGTON 2017 BUDGET", approved by the Mayor and attested by the Finance Director, is hereby adopted by reference and shall constitute all of the appropriations of the City for the year 2017.

**SECTION II.** A summary of estimated revenues and appropriated expenditures for each separate fund and aggregate totals for all funds are as follows:

Fund #	Fund Description	Beginning Net Cash and Revenues		
		Beginning Net Cash	Estimated Revenues	Total Resources
001	Current Expense	\$ 4,363,400	\$ 12,813,975	\$ 17,177,375
101	City Street	\$ 225,000	\$ 981,375	\$ 1,206,375
102	Arterial Street	\$ 1,550,000	\$ 2,902,500	\$ 4,452,500
107	Park Endowment	\$ 34,500	\$ 200	\$ 34,700
116	Cemetery	\$ 23,580	\$ 54,550	\$ 78,130
119	Substance Abuse Control	\$ 8,400	\$ 75	\$ 8,475
197	Lodging Tax	\$ 600,000	\$ 274,525	\$ 874,525
201	GO Bonds	\$ 227,030	\$ 27,000	\$ 254,030
300	Current Expense Capital Reserve	\$ 825,000	\$ 303,000	\$ 1,128,000
301	Capital Improvement	\$ 1,075,000	\$ 231,000	\$ 1,306,000
311	Parks & Rec Capital Reserves	\$ 1,130,500	\$ 319,500	\$ 1,450,000
401	Sewer	\$ 2,035,000	\$ 3,294,000	\$ 5,329,000
402	Sewer Capital Reserve	\$ 2,665,000	\$ 585,000	\$ 3,250,000
425	Storm Drainage	\$ 690,000	\$ 1,038,200	\$ 1,728,200
426	Storm Capital Reserve	\$ 1,245,000	\$ 184,050	\$ 1,429,050
501	Equipment Rental & Replacement	\$ 1,333,080	\$ 3,900	\$ 1,336,980
701	Cemetery Endowment	\$ 342,000	\$ 4,900	\$ 346,900
Total All Funds		\$ 18,372,490	\$ 23,017,750	\$ 41,390,240

Fund #	Fund Description	Ending Net Cash and Revenues		
		Ending Net Cash	Estimated Expenditures	Total Uses
001	Current Expense	\$ 2,439,920	\$ 13,868,840	\$ 16,308,760
101	City Street	\$ 283,320	\$ 713,280	\$ 996,600
102	Arterial Street	\$ 1,000,000	\$ 3,884,775	\$ 4,884,775
107	Park Endowment	\$ 32,750	\$ 1,950	\$ 34,700
116	Cemetery	\$ 32,280	\$ 70,850	\$ 103,130
119	Substance Abuse Control	\$ 3,640	\$ 4,835	\$ 8,475
197	Lodging Tax	\$ 581,475	\$ 293,050	\$ 874,525
201	GO Bonds	\$ 230,130	\$ 23,900	\$ 254,030
300	Current Expense Capital Reserve	\$ 747,750	\$ 645,250	\$ 1,393,000
301	Capital Improvement	\$ 1,306,000	\$ -	\$ 1,306,000
311	Parks & Rec Capital Reserves	\$ 1,288,000	\$ 162,000	\$ 1,450,000
401	Sewer	\$ 1,582,210	\$ 1,908,495	\$ 3,490,615
402	Sewer Capital Reserve	\$ 1,546,215	\$ 3,303,785	\$ 4,850,000
425	Storm Drainage	\$ 260,980	\$ 1,219,965	\$ 1,480,945
426	Storm Capital Reserve	\$ 1,062,050	\$ 492,000	\$ 1,554,050
501	Equipment Rental & Replacement	\$ 1,508,635	\$ 545,100	\$ 2,053,735
701	Cemetery Endowment	\$ 346,900	\$ -	\$ 346,900
Total All Funds		\$ 14,252,255	\$ 27,137,985	\$ 41,390,240

**SECTION III.** The Director of Budget & Accounting is hereby directed to transmit the State Auditor's Office a copy of the final budget as adopted.

**SECTION IV.** This ordinance shall take effect five (5) days following its publication as required by law.

**INTRODUCED AND PASSED** and approved at a regular meeting of the City Council this 22<sup>nd</sup> day of November, 2016.

**THE CITY OF BURLINGTON**

  
Steve Sexton, Mayor

**ATTEST:**

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Renee Sinclair, Director of Budget & Accounting

**APPROVED AS TO FORM:**

  
Leif Johnson, City Attorney

**Filed with City Clerk: 11/21/2016**  
**Passed by the City Council: 11/22/2016**  
**Signed by the Mayor: 11/28/2016**  
**Published: 11/28/2016**

ORDINANCE NO. 1833AN ORDINANCE OF THE CITY OF BURLINGTON FIXING THE AMOUNT  
OF PROPERTY TAXES TO BE LEVIED IN 2016 FOR COLLECTION IN 2017

WHEREAS, the City Council has properly given notice of the public hearing held at 7:00 p.m., Tuesday, November 22, 2016 to consider the City of Burlington tax revenues for the 2017 calendar year, and increases in property tax revenues, all pursuant to RCW 84.55.120; and

WHEREAS, the City Council after the hearing, and after duly considering all relevant evidence and testimony presented, has determined that City of Burlington does not require an increase in property tax revenue from the previous year as established below, and will also receive an increase resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, in order to discharge the expected expenses and obligations of the City of Burlington and in its best interest.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGTON DO ORDAIN AS FOLLOWS:

**Section 1.** That an increase in the regular property tax levy, in addition to the increase resulting from the addition of new construction and improvements to the property, any increase in the value of state assessed property, any annexations that have occurred and refunds made, is hereby authorized for the 2017 levy in the amount of \$2,550,000.00 which is a percentage increase of 0% from the previous year.

**Section 2.** The Finance Director is hereby authorized and directed to transmit to the County Assessor copies of this ordinance which levies for collection for the year 2017.

**Section 3.** This ordinance shall be in full force and effect five (5) days from and after its passage, approval, and publication as required by law.

INTRODUCED AND PASSED and approved at a regular meeting of the City Council this 22<sup>nd</sup> day of November, 2016.

THE CITY OF BURLINGTON

  
Steve Sexton, Mayor

ATTEST:

  
Renee Sinclair, Director of Budget & Accounting

APPROVED AS TO FORM:

  
Leif Johnson, City Attorney

Filed with the City Clerk: 11/15/2016  
Passed by the City Council: 11/22/2016  
Signed by the Mayor: 11/28/2016  
Published: 11/28/2016

**ORDINANCE NO. 1834****AN ORDINANCE OF THE CITY OF BURLINGTON AMENDING CHAPTER 5.12.070 OF THE BURLINGTON MUNICIPAL CODE SUSPENDING THE 2% UTILITY TAX LEVY ON WATER SALES UNTIL DECEMBER 31, 2017.**

**WHEREAS**, the Burlington Municipal Code currently allows the city to levy a 2% occupation tax against persons engaged in or carrying on the business of selling or furnishing water for industrial, business, residential, or other use; and

**WHEREAS**, the state court of appeals has decided that a code city has the legal authority to impose its utility tax on the revenues of a public utility district's provision of water service to customers within the city limits; and

**WHEREAS**, the City of Burlington does not currently want to exercise its authority to levy a utility tax on water service within city limits;

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

**SECTION I. BMC Chapter 5.12.070 Utility Occupation Licenses - Fee Schedule is hereby amended to read as follows:**

**5.12.070 Fee schedule.**

There is hereby levied and shall be collected by the city of Burlington, annual license fees or occupation taxes from the person on account of the business activities and in the amounts to be determined by the rates against gross income, as follows:

A. Upon every person engaged in or carrying on a telephone business, a fee or tax equal to six percent per annum of the total gross income from local service revenues in the city of Burlington. Such gross income shall include the revenue from intrastate toll services. Gross income shall, for the purpose of taxation under this section, not include charges which are passed on to the subscribers by a telephone company pursuant to tariffs required by regulatory order to compensate for the cost to the company of the tax imposed by this chapter.

B. Upon every person engaged in or carrying on the business of selling or furnishing electric light and power, or either, a fee or tax equal to three percent per annum of the total gross income from such business in the city of Burlington; provided, however, that in determining gross income such person may exclude from gross income any and all income received from the sale of electric light and power, or either, to manufacturers at industrial rates, and any and all income derived from the sale of merchandise in the retail trade.

C. This tax is suspended until December 31, 2017. Upon every person engaged in or carrying on the business of selling or furnishing water for industrial, business, residential, or other use, a fee or tax equal to two percent of the total gross income from such business in the city of Burlington.

D. Upon every person engaged in or carrying on the business of selling or furnishing heat to consumers, furnished in a central heating plant or elsewhere, a fee or tax equal to three percent of the total gross income from such business in the city of Burlington.

E. Upon every person engaged in or carrying on the business of selling or furnishing natural or bottled gas or either, a fee or tax equal to three percent per annum of the total gross income from such business in the city of Burlington.

F. Upon every person engaged in or carrying on a telecommunication business, a fee or tax equal to six percent per annum of the total gross income from local service revenues in the city of Burlington. Gross income shall, for the purpose of taxation under this section, not include charges which are passed on to the subscribers by a telecommunication company pursuant to tariffs required by regulatory order to compensate for the cost to the company of the tax imposed by this chapter. See BMC 5.12.020(G) for definition of "telecommunication business" for the sole purpose of this chapter.

**SECTION II.** If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**SECTION III.** This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

**INTRODUCED AND PASSED** by the City Council of Burlington and approved by the Mayor this 22<sup>nd</sup> day of November, 2016.

THE CITY OF BURLINGTON

  
Steve Sexton, Mayor

ATTEST:

  
Renee Sinclair, Director of Budget & Accounting

APPROVED AS TO FORM:

  
Leif Johnson, City Attorney

FILED WITH CITY CLERK: 11/15/2016  
PASSED BY CITY COUNCIL: 11/22/2016  
SIGNED BY THE MAYOR: 11/28/2016  
PUBLISHED: 11/28/2016

RESOLUTION NO. 15-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGTON

WHEREAS, the City Council desires to establish the salary schedule for employees and elected officials of the City of Burlington; and

WHEREAS, the labor agreement between the City and the Burlington Firefighters International Association of Firefighters Local #4111 provides for a 1.0% base wage rate increase and 1% cost of living increase effective January 1, 2017; and

WHEREAS, the labor agreement between the City and the Teamsters Local Union No. 231 Public Works Division and Clerical Employees and Records Technicians provides for no cost of living increase for represented members as the contract which expired June 30, 2016, is currently under negotiation; and

WHEREAS, the labor agreements between the City and the Burlington Police Employees' Guild provides for no cost of living increase for represented members as the contract which expires December 31, 2016 is currently under negotiation; and

WHEREAS, it is the intent of the City Council to implement a 1% cost of living increase for its non-represented employees, which shall take effect on January 1, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON AS FOLLOWS:

SECTION 1. The monthly base compensation for City employees shall be paid in accordance with the following salary schedule, subject to adjustments as contained in collective bargaining agreements entered by the City, and subject further to longevity adjustments set out below:

	RANGE		STEP 1 (0 - 12 mo.)	STEP 2 (13-24 mo.)	STEP 3 (25-36 mo.)	STEP 4 (37-48 mo.)	STEP 5
E33	Police Administrative Secretary	Hrly.	\$27.07	\$27.88	\$28.71	\$29.57	\$30.46
		Mthly.	\$4,691.79	\$4,831.84	\$4,977.15	\$5,125.95	\$5,280.01
		Annual	\$56,301.44	\$57,982.08	\$59,725.74	\$61,511.42	\$63,360.13
121	Court Administrator	Hrly.	\$31.18	\$32.11	\$33.08	\$34.07	\$35.09
		Mthly.	\$5,404.31	\$5,566.44	\$5,733.43	\$5,905.43	\$6,082.60
		Annual	\$64,851.70	\$66,797.25	\$68,801.16	\$70,865.20	\$72,991.16
124	Assistant City Engineer Building & Grounds Supervisor Parks Supervisor Streets Supervisor	Hrly.	\$34.07	\$35.09	\$36.14	\$37.23	\$38.34
		Mthly.	\$5,905.00	\$6,082.15	\$6,264.61	\$6,452.55	\$6,646.13
		Annual	\$70,859.98	\$72,985.78	\$75,175.36	\$77,430.62	\$79,753.54
125	Building Official Assistant City Attorney Fire Marshal	Hrly.	\$35.09	\$36.14	\$37.22	\$38.34	\$39.49
		Mthly.	\$6,081.82	\$6,264.27	\$6,452.20	\$6,645.76	\$6,845.14
		Annual	\$72,981.79	\$75,171.25	\$77,426.38	\$79,749.17	\$82,141.65
126	Human Resources Manager Supervisor - Sewer	Hrly.	\$36.14	\$37.22	\$38.34	\$39.49	\$40.67
		Mthly.	\$6,263.89	\$6,451.80	\$6,645.36	\$6,844.72	\$7,050.06
		Annual	\$75,166.62	\$77,421.62	\$79,744.27	\$82,136.60	\$84,600.70
127	Fire Division Chief (Battalion Chief) Information Technology Manager	Hrly.	\$37.23	\$38.35	\$39.50	\$40.68	\$41.90
		Mthly.	\$6,452.96	\$6,646.55	\$6,845.94	\$7,051.32	\$7,262.86
		Annual	\$77,435.49	\$79,758.55	\$82,151.31	\$84,615.85	\$87,154.32
127.5	Senior Planner	Hrly.	\$38.02	\$39.16	\$40.33	\$41.54	\$42.79
		Mthly.	\$6,589.51	\$6,787.19	\$6,990.81	\$7,200.53	\$7,416.55
		Annual	\$79,074.11	\$81,446.34	\$83,889.73	\$86,406.42	\$88,998.61
128	Library Director	Hrly.	\$38.34	\$39.49	\$40.67	\$41.89	\$43.15
		Mthly.	\$6,645.53	\$6,844.90	\$7,050.24	\$7,261.75	\$7,479.60
		Annual	\$79,746.37	\$82,138.76	\$84,602.92	\$87,141.01	\$89,755.24
130	Parks & Recreation Director	Hrly.	\$40.67	\$41.89	\$43.15	\$44.44	\$45.78
		Mthly.	\$7,049.93	\$7,261.43	\$7,479.28	\$7,703.65	\$7,934.76
		Annual	\$84,599.22	\$87,137.19	\$89,751.31	\$92,443.85	\$95,217.16
132	Assistant Fire Chief Director of Budget & Accounting Assistant Public Works Director	Hrly.	\$43.16	\$44.45	\$45.79	\$47.16	\$48.57
		Mthly.	\$7,480.60	\$7,705.02	\$7,936.17	\$8,174.25	\$8,419.46
		Annual	\$89,767.18	\$92,460.20	\$95,234.01	\$98,091.03	\$101,033.76
136	City Attorney Finance Director Planning Director Fire Chief	Hrly.	\$48.57	\$50.03	\$51.53	\$53.07	\$54.67
		Mthly.	\$8,418.96	\$8,671.52	\$8,931.67	\$9,199.62	\$9,475.61
		Annual	\$101,027.47	\$104,058.30	\$107,180.05	\$110,395.45	\$113,707.31
138	Public Works Director/City Engineer	Hrly.	\$51.53	\$53.08	\$54.67	\$56.31	\$58.00
		Mthly.	\$8,931.90	\$9,199.86	\$9,475.85	\$9,760.13	\$10,052.93
		Annual	\$107,182.82	\$110,398.30	\$113,710.25	\$117,121.56	\$120,635.20
144	City Administrator	Hrly.	\$61.53	\$63.38	\$65.29	\$67.23	\$69.25
		Mthly.	\$10,665.06	\$10,985.01	\$11,314.36	\$11,654.00	\$12,003.62
		Annual	\$127,980.74	\$131,820.16	\$135,774.76	\$139,848.01	\$144,043.45

Police Chief & Police Lieutenant

RANGE		STEP 1 (0 - 12 mo.)	STEP 2 (13-24 mo.)	STEP 3 (25-36 mo.)	STEP 4 (37-48 mo.)	STEP 5	
Police Lieutenant	Hrly.	\$45.78	\$47.16	\$48.57	\$50.03	\$51.53	
	Mthly.	\$7,935.77	\$8,173.86	\$9,418.96	\$8,671.05	\$8,931.90	
	Annual	\$95,229.26	\$98,086.35	\$101,027.47	\$104,052.62	\$107,182.82	
Assistant Chief of Police	Hrly.	\$48.32	\$49.76	\$51.25	\$52.79	\$54.38	
	Mthly.	\$8,375.19	\$8,625.53	\$8,884.63	\$9,150.73	\$9,425.59	
	Annual	\$100,502.27	\$103,506.42	\$106,615.60	\$109,808.82	\$113,107.07	
Chief of Police	Hrly.	\$51.11	\$52.69	\$54.32	\$55.99	\$57.73	
	Mthly.	\$8,858.37	\$9,133.23	\$9,415.09	\$9,705.70	\$10,006.81	
	Annual	\$106,300.48	\$109,598.74	\$112,981.02	\$116,468.35	\$120,081.73	
RANGE		STEP 1 (0 - 12 mo.)	STEP 2 (13-24 mo.)	STEP 3 (25-36 mo.)	STEP 4 (37-48 mo.)	STEP 5	
1	2017 Minimum Wage	Hourly Monthly Annual	\$11.00				
2	Seasonal/Temporary Employees	Hrly. Mthly. Annual	\$11.00 \$1,906.67 \$22,880.00	\$11.33 \$1,963.87 \$23,566.40	\$11.67 \$2,022.78 \$24,273.39	\$12.02 \$2,083.47 \$25,001.59	\$12.38 \$2,145.97 \$25,751.64
4	Summer Camp Assistant	Hrly. Mthly. Annual	\$11.67 \$2,022.78 \$24,273.39	\$12.02 \$2,083.47 \$25,001.59	\$12.38 \$2,145.97 \$25,751.64	\$12.75 \$2,210.35 \$26,524.19	\$13.13 \$2,276.66 \$27,319.92
5	Summer Camp Lead	Hrly. Mthly. Annual	\$12.02 \$2,083.47 \$25,001.59	\$12.38 \$2,145.97 \$25,751.64	\$12.75 \$2,210.35 \$26,524.19	\$13.13 \$2,276.66 \$27,319.92	\$13.53 \$2,344.96 \$28,139.51
13	Library Assistant	Hrly. Mthly. Annual	\$14.54 \$2,520.96 \$30,251.52	\$14.98 \$2,596.59 \$31,159.07	\$15.43 \$2,674.49 \$32,093.84	\$15.89 \$2,754.72 \$33,056.65	\$16.37 \$2,837.36 \$34,048.35
20	Senior Library Clerk/Associate	Hrly. Mthly. Annual	\$18.43 \$3,194.97 \$38,339.60	\$18.99 \$3,290.82 \$39,489.79	\$19.56 \$3,389.54 \$40,674.48	\$20.14 \$3,491.23 \$41,894.72	\$20.75 \$3,595.96 \$43,151.56
22	Library Tech Services Coordinator	Hrly. Mthly. Annual	\$19.56 \$3,389.54 \$40,674.48	\$20.14 \$3,491.23 \$41,894.72	\$20.75 \$3,595.96 \$43,151.56	\$21.37 \$3,703.84 \$44,446.10	\$22.01 \$3,814.96 \$45,779.49
25	Staff Asst I/ Legal Asst	Hrly. Mthly. Annual	\$21.37 \$3,703.84 \$44,446.10	\$22.01 \$3,814.96 \$45,779.49	\$22.67 \$3,929.41 \$47,152.87	\$23.35 \$4,047.29 \$48,567.46	\$24.05 \$4,168.71 \$50,024.48
26	Technical Asst/Fire Admin Prev Spec	Hrly. Mthly. Annual	\$22.01 \$3,814.96 \$45,779.49	\$22.67 \$3,929.41 \$47,152.87	\$23.35 \$4,047.29 \$48,567.46	\$24.05 \$4,168.71 \$50,024.48	\$24.77 \$4,293.77 \$51,525.22
27	Librarian	Hrly. Mthly. Annual	\$22.67 \$3,929.41 \$47,152.87	\$23.35 \$4,047.29 \$48,567.46	\$24.05 \$4,168.71 \$50,024.48	\$24.77 \$4,293.77 \$51,525.22	\$25.51 \$4,422.58 \$53,070.97
29	Legal Secretary	Hrly. Mthly. Annual	\$24.05 \$4,168.71 \$50,024.48	\$24.77 \$4,293.77 \$51,525.22	\$25.51 \$4,422.58 \$53,070.97	\$26.28 \$4,555.26 \$54,663.10	\$27.07 \$4,691.92 \$56,303.00
31	Children's Librarian	Hrly. Mthly. Annual	\$25.51 \$4,422.58 \$53,070.97	\$26.28 \$4,555.26 \$54,663.10	\$27.07 \$4,691.92 \$56,303.00	\$27.88 \$4,832.67 \$57,992.09	\$28.72 \$4,977.65 \$59,731.85
32	Library System Administrator	Hrly. Mthly. Annual	\$26.28 \$4,555.26 \$54,663.10	\$27.07 \$4,691.92 \$56,303.00	\$27.88 \$4,832.67 \$57,992.09	\$28.72 \$4,977.65 \$59,731.85	\$29.58 \$5,126.98 \$61,523.80
33	Code Enforcement Officer Engineering Technician Engineer I Accounting & Payroll Supervisor Recreation Coordinator Administrative Secretary Permit Center Manager	Hrly. Mthly. Annual	\$27.07 \$4,691.92 \$56,303.00	\$27.88 \$4,831.84 \$57,962.08	\$28.71 \$4,977.15 \$59,725.74	\$29.57 \$5,125.95 \$61,511.42	\$30.46 \$5,280.01 \$63,360.13
34	Information System Technician	Hrly. Mthly. Annual	\$27.88 \$4,832.67 \$57,992.09	\$28.72 \$4,977.52 \$59,730.20	\$29.58 \$5,126.84 \$61,522.10	\$30.47 \$5,280.65 \$63,367.77	\$31.38 \$5,439.07 \$65,268.80
36	Building Inspector Code Enforcement Officer	Hrly. Mthly. Annual	\$29.58 \$5,126.84 \$61,522.10	\$30.47 \$5,280.65 \$63,367.77	\$31.38 \$5,439.07 \$65,268.80	\$32.32 \$5,602.24 \$67,226.86	\$33.29 \$5,770.31 \$69,243.67
37	Police Officer	Hrly. Monthly Annual	\$30.66 \$5,314.62 \$63,775.44	\$31.71 \$5,495.75 \$65,949.00	\$34.30 \$5,946.08 \$71,352.96	\$36.55 \$6,334.77 \$76,017.24	
	Sergeant	Hrly. Mthly. Annual	\$38.03 \$6,591.38 \$79,096.56	\$41.92 \$7,265.55 \$87,186.60			

Firefighter	Hourly Monthly Annual	STEP 1 80% of BASE (0 - 12 mo.)	STEP 2 85% of BASE (12 - 24 mo.)	STEP 3 90% of BASE (24 - 36 mo.)	STEP 4 95% of BASE (36 - 48 mo.)	STEP 5 BASE (48+ mo.)
		\$22.79 \$4,907.25 \$58,887.03	\$24.21 \$5,213.96 \$62,567.47	\$25.64 \$5,520.66 \$66,247.91	\$27.06 \$5,827.36 \$69,928.35	\$28.49 \$6,134.07 \$73,608.79

Lieutenant	Hrly. Mthly. Annual	Probationary Period 105% of BASE (0 - 6 mo.)	STEP 2 110% of BASE (7+ mo.)
		\$29.91 \$6,440.77 \$77,289.23	\$31.34 \$6,747.47 \$80,969.67

Captain	Hrly. Mthly. Annual	Probationary Period 113% of BASE (0 - 6 mo.)	STEP 2 115% of BASE (7+ mo.)
		\$32.19 \$6,931.49 \$83,177.93	\$32.76 \$7,054.18 \$84,650.11

		STEP 1 (0 - 12 mo.)	STEP 2 (13-24 mo.)	STEP 3 (25-36 mo.)	STEP 4 (37-48 mo.)	STEP 5
Receptionist	Hourly	\$14.26	\$15.11	\$15.96	\$16.80	\$17.65
	Monthly	\$2,471.87	\$2,619.87	\$2,765.78	\$2,912.73	\$3,059.69
	Annual	\$29,662.44	\$31,438.44	\$33,189.36	\$34,952.76	\$36,716.28
Accounting Technician I	Hrly.	\$17.41	\$18.38	\$19.35	\$20.31	\$21.27
	Mthly.	\$3,018.47	\$3,186.57	\$3,353.62	\$3,520.66	\$3,686.65
	Annual	\$36,221.64	\$38,238.84	\$40,243.44	\$42,247.92	\$44,239.80
Court Clerk	Hrly.	\$18.92	\$20.04	\$21.15	\$22.25	\$23.37
	Mthly.	\$3,279.61	\$3,474.13	\$3,665.50	\$3,856.86	\$4,051.40
	Annual	\$39,355.32	\$41,689.56	\$43,986.00	\$46,282.32	\$48,616.80
Accounting Technician II	Hrly.	\$19.24	\$20.23	\$21.20	\$22.17	\$23.13
	Mthly.	\$3,335.63	\$3,505.85	\$3,673.97	\$3,842.06	\$4,009.11
	Annual	\$40,027.56	\$42,070.20	\$44,087.64	\$46,104.72	\$48,109.32
Accounting Specialist	Hrly.	\$21.08	\$22.06	\$23.04	\$24.01	\$25.00
	Mthly.	\$3,653.87	\$3,824.09	\$3,994.30	\$4,162.42	\$4,332.63
	Annual	\$43,846.44	\$45,889.08	\$47,931.60	\$49,949.04	\$51,991.56
Police Records Clerk	Hrly.	\$19.18	\$20.24	\$21.28	\$22.31	\$23.35
	Mthly.	\$3,323.99	\$3,508.65	\$3,688.92	\$3,866.98	\$4,047.26
	Annual	\$39,887.88	\$42,103.80	\$44,267.04	\$46,403.76	\$48,567.12

Public Works		STEP 1 (0 - 6 mo.)	STEP 2 (6-12 mo.)	STEP 3
Utility I	Hourly	\$25.12	\$26.69	\$28.26
	Monthly	\$4,354.14	\$4,625.80	\$4,898.54
	Annual	\$52,249.68	\$55,509.60	\$58,782.48
Groundskeeper	Hrly.	\$20.52	\$21.32	\$22.87
	Mthly.	\$3,556.11	\$3,696.18	\$3,964.67
	Annual	\$42,673.32	\$44,354.16	\$47,576.04
Custodian	Hrly.	\$17.74	\$19.33	\$20.88
	Mthly.	\$3,075.38	\$3,351.29	\$3,618.72
	Annual	\$36,904.56	\$40,215.48	\$43,424.64
Utility II	Hrly.	\$17.50	\$17.91	\$18.33
	Mthly.	\$3,033.99	\$3,105.09	\$3,177.26
	Annual	\$36,407.88	\$37,261.08	\$38,127.12
Lead Person	Hrly.	\$29.23	\$29.70	\$30.18
	Mthly.	\$5,066.21	\$5,147.92	\$5,231.75
	Annual	\$60,794.52	\$61,775.04	\$62,781.00

Sewer		STEP 1 (0 - 12 mo.)	STEP 2
Lead Operator	Hourly	\$29.99	\$30.66
	Monthly	\$5,198.86	\$5,314.53
	Annual	\$62,386.32	\$63,774.36
Laboratory Specialist Class II Operator Pretreatment Coordinator Electrician	Hrly.	\$27.15	\$29.52
	Mthly.	\$4,706.45	\$5,116.09
	Annual	\$56,477.40	\$61,393.08
Class I Operator	Hrly.	\$25.98	\$28.27
	Mthly.	\$4,502.71	\$4,899.60
	Annual	\$54,032.52	\$58,795.20
Operator in Training	Hrly.	\$22.33	\$24.65
	Mthly.	\$3,870.23	\$4,272.42
	Annual	\$46,442.76	\$51,269.04

Mayor \$4,412.88 monthly  
City Council Member \$600 - \$800 monthly

Civil Service Secretary \$20.00 - \$25.00/hr.  
Public Defense Program Assistant \$15.00/hr. - \$20.00/hr.  
Part-Time Firefighters \$15.00/hr.

**SECTION 2. Longevity.** Longevity of \$5.00 per month shall be in addition to the base pay reflected in Section "1" above, for each year of service beginning the third year of employment for full-time, non-represented employees.

**SECTION 3. Repealer.** That Resolution No. 04-2016 of the City of Burlington is hereby repealed.

**SECTION 4. Effective Date.** This resolution shall become effective at 12:01 a.m., January 1, 2017.

**INTRODUCED AND PASSED** and approved at a regular meeting of the City Council this 20<sup>th</sup> day of December, 2016

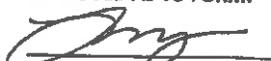
THE CITY OF BURLINGTON

  
Steve Sexton, Mayor

ATTEST:

  
Renee Sinclair, Director of Budget & Accounting

APPROVED AS TO FORM:

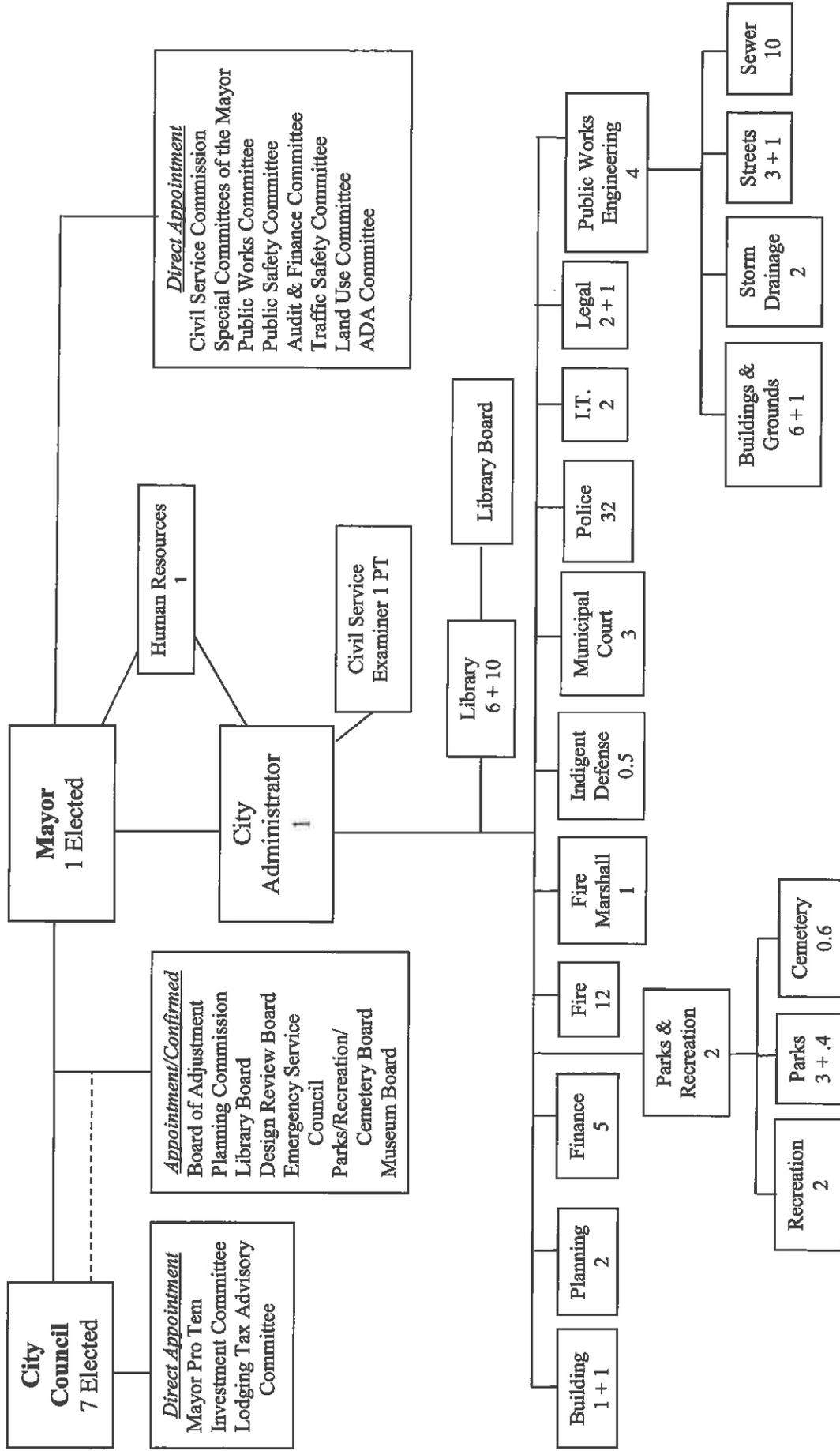
  
Leif Johnson, City Attorney

PUBLISHED: 12/23/2016

**City of Burlington  
2017 Budget Summary**

FUND #	FUND NAME	2017 Estimated Beginning Net Cash	2017 Estimated Revenues	2017 Transfers In	2017 Estimated Beginning Net Cash & Revenues	2017 Operating & Maintenance Expenditures	2017 Capital Expenditures	2017 Transfers Out	2017 Total Expenditures & Transfers Out	2017 Estimated Ending Net Cash	2017 Estimated Ending Net Cash & Expenditures
001	CURRENT EXPENSE	\$ 4,363,400	\$ 12,813,975	\$ 415,800	\$ 17,593,175	\$ 13,868,840	\$ -	\$ 1,183,900	\$ 15,052,740	\$ 2,540,435	\$ 17,593,175
101	STREET	\$ 225,000	\$ 981,375	\$ -	\$ 1,206,375	\$ 713,280	\$ -	\$ 232,030	\$ 945,310	\$ 261,065	\$ 1,206,375
102	ARTERIAL STREET	\$ 1,550,000	\$ 2,902,500	\$ 432,275	\$ 4,884,775	\$ -	\$ 3,884,775	\$ -	\$ 3,884,775	\$ 1,000,000	\$ 4,884,775
107	PARK ENDOWMENT	\$ 34,500	\$ 200	\$ -	\$ 34,700	\$ 1,950	\$ -	\$ -	\$ 1,950	\$ 32,750	\$ 34,700
116	CEMETERY	\$ 23,580	\$ 54,550	\$ 25,000	\$ 103,130	\$ 70,850	\$ -	\$ -	\$ 70,850	\$ 32,280	\$ 103,130
119	SUBSTANCE ABUSE	\$ 8,400	\$ 75	\$ -	\$ 8,475	\$ 4,835	\$ -	\$ -	\$ 4,835	\$ 3,640	\$ 8,475
197	LODGING TAX	\$ 600,000	\$ 274,525	\$ -	\$ 874,525	\$ 293,050	\$ -	\$ -	\$ 293,050	\$ 581,475	\$ 874,525
201	DEBT SERVICE	\$ 227,030	\$ 27,000	\$ -	\$ 254,030	\$ -	\$ 23,900	\$ -	\$ 23,900	\$ 230,130	\$ 254,030
300	CURRENT EXPENSE CAPITAL RESERVE	\$ 825,000	\$ 303,000	\$ 265,000	\$ 1,393,000	\$ -	\$ 645,250	\$ -	\$ 645,250	\$ 747,750	\$ 1,393,000
301	LOCAL CAPITAL IMPROVEMENT	\$ 1,075,000	\$ 231,000	\$ -	\$ 1,306,000	\$ -	\$ -	\$ -	\$ -	\$ 1,306,000	\$ 1,306,000
311	PARK CAPITAL RESERVE	\$ 1,130,500	\$ 319,500	\$ -	\$ 1,450,000	\$ -	\$ 162,000	\$ -	\$ 162,000	\$ 1,288,000	\$ 1,450,000
401	SEWER	\$ 2,035,000	\$ 3,294,000	\$ 31,000	\$ 5,360,000	\$ 1,908,405	\$ -	\$ 1,926,000	\$ 3,834,405	\$ 1,525,595	\$ 5,360,000
402	SEWER CAPITAL RESERVE	\$ 2,665,000	\$ 585,000	\$ 1,600,000	\$ 4,850,000	\$ -	\$ 3,303,785	\$ -	\$ 3,303,785	\$ 1,546,215	\$ 4,850,000
425	STORM DRAIN	\$ 690,000	\$ 1,038,200	\$ -	\$ 1,728,200	\$ 650,045	\$ -	\$ 268,900	\$ 1,488,865	\$ 239,335	\$ 1,728,200
426	STORM DRAIN CAPITAL RESERVE	\$ 1,245,000	\$ 184,050	\$ 125,000	\$ 1,554,050	\$ -	\$ 492,000	\$ -	\$ 492,000	\$ 1,062,050	\$ 1,554,050
501	EQUIPMENT RENTAL & REPLACEMENT	\$ 1,333,080	\$ 3,900	\$ 716,755	\$ 2,053,735	\$ -	\$ 545,100	\$ -	\$ 545,100	\$ 1,508,635	\$ 2,053,735
701	CEMETERY ENDOWMENT	\$ 342,000	\$ 4,900	\$ -	\$ 346,900	\$ -	\$ -	\$ -	\$ -	\$ 346,900	\$ 346,900
<b>Totals</b>		\$ 18,372,490	\$ 23,017,750	\$ 3,610,830	\$ 45,001,070	\$ 17,511,255	\$ 9,626,730	\$ 3,610,830	\$ 30,748,815	\$ 14,252,255	\$ 45,001,070

# City of Burlington Organizational Chart – 2017 Funded Positions



8 Elected, 100 Full-time; 25 Part-time

**City of Burlington**  
**2017 Summary of Personnel, Salaries, Wages and Benefits**

Department & Positions	Salaries & Wages	Health Insurance	Other Benefits
<b>Current Expense Fund</b>			
Legislative <i>Council Members (7)</i>	\$ 64,800	\$ -	\$ 5,060
Judicial <i>Court Administrator</i> <i>Court Clerk (2)</i>	\$ 172,445	\$ 42,375	\$ 33,275
Indigent Defense <i>Part-Time Public Defense Assistant</i>	\$ 17,680	\$ 4,815	\$ 3,610
Executive <i>Mayor</i> <i>City Administrator</i> <i>Part-Time Staff Assistant</i>	\$ 303,155	\$ 62,700	\$ 77,560
Human Resources <i>Human Resources Manager</i> <i>Part-Time Civil Service Secretary</i>	\$ 90,590	\$ 23,135	\$ 36,005
Finance <i>Director of Budget &amp; Accounting</i> <i>Grants Manager - Vacant</i> <i>Payroll &amp; Accounting Supervisor</i> <i>Accounting Technician (2)</i>	\$ 268,450	\$ 80,785	\$ 50,955
Legal & Risk Management <i>City Attorney</i> <i>Legal Secretary</i> <i>Part-Time Paralegal</i>	\$ 198,320	\$ 41,485	\$ 38,155
Community Planning & Economic Development <i>Senior Planner</i> <i>Permit Center Manager</i> <i>Building Official</i> <i>Building Inspector/Code Enforcement</i> <i>Fire Marshal (0.8)</i>	\$ 421,250	\$ 90,115	\$ 84,065
Buildings & Grounds <i>Supervisor</i> <i>Utility I (2)</i> <i>Custodian (3)</i> <i>Seasonal 1,020 hrs</i>	\$ 305,410	\$ 107,895	\$ 66,385
Information Technology <i>IT System Manager</i> <i>IT Technician Assistant</i>	\$ 140,720	\$ 52,815	\$ 27,075
Police <i>Chief</i> <i>Assistant Chief</i> <i>Lieutenant</i> <i>Sergeant (3)</i> <i>Officer (18)</i> <i>Detective Sergeant</i> <i>Detective (2)</i> <i>Administrative Assistant</i>	\$ 2,499,895	\$ 627,050	\$ 481,245

**City of Burlington**  
**2017 Summary of Personnel, Salaries, Wages and Benefits**

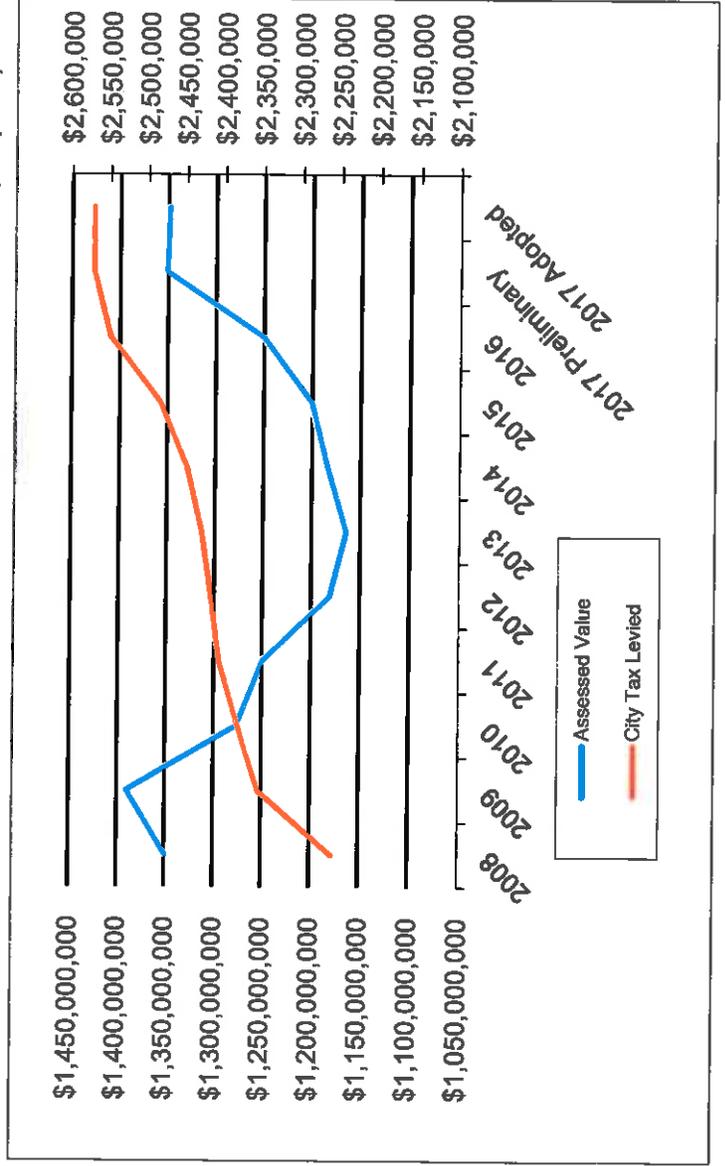
Department & Positions	Salaries & Wages	Health Insurance	Other Benefits
<i>Records Clerk (4)</i>			
<b>Fire</b>	\$ 1,244,340	\$ 202,495	\$ 219,485
<i>Fire Chief</i>			
<i>Assistant Fire Chief</i>			
<i>Captain</i>			
<i>Lieutenant (2)</i>			
<i>Firefighter (6)</i>			
<i>Part-Time Firefighter 17,520 hours</i>			
<b>Fire Investigation</b>	\$ 16,270	\$ 5,285	\$ 3,405
<i>Fire Marshal (0.2)</i>			
<b>Library</b>	\$ 493,320	\$ 115,810	\$ 91,630
<i>Director</i>			
<i>Children's Librarian (2)</i>			
<i>Librarian (2)</i>			
<i>Resource Coordinator</i>			
<i>Part-Time Technical Services Coordinator (.5)</i>			
<i>Part-Time Library Assistant (2.0)</i>			
<i>Part-Time Library Page (.75)</i>			
<b>Engineering</b>	\$ 230,700	\$ 36,245	\$ 44,720
<i>Public Works Director - City Engineer</i>			
<i>Assistant Public Works Director - Engineer</i>			
<i>Engineering Technician</i>			
<b>Festivals</b>	\$ 8,000	\$ 1,000	\$ 2,125
<i>As assigned from departments</i>			
<b>Parks &amp; Recreation</b>	\$ 547,890	\$ 144,505	\$ 115,530
<i>Director</i>			
<i>Parks Supervisor</i>			
<i>Recreation Coordinator</i>			
<i>Staff Assistant I</i>			
<i>Utility I (3.4)</i>			
<i>Part-Time Secretary (.5)</i>			
<b>Total Current Expense Fund</b>	<b>\$ 7,023,235</b>	<b>\$ 1,638,510</b>	<b>\$ 1,380,285</b>
<b>Street Fund</b>	<b>\$ 210,330</b>	<b>\$ 62,770</b>	<b>\$ 46,405</b>
<i>Street Supervisor (0.5)</i>			
<i>Lead (1.0)</i>			
<i>Utility I (1.5)</i>			
<i>Seasonal 520 hrs.</i>			
<b>Cemetery Fund</b>	<b>\$ 44,355</b>	<b>\$ 5,775</b>	<b>\$ 9,200</b>
<i>Utility I (.6)</i>			
<i>Seasonal 600 hrs</i>			

**City of Burlington**  
**2017 Summary of Personnel, Salaries, Wages and Benefits**

Department & Positions	Salaries & Wages	Health Insurance	Other Benefits
<b>Sewer Fund</b>	<b>\$ 667,410</b>	<b>\$ 212,485</b>	<b>\$ 147,060</b>
<i>Sewer Supervisor</i>			
<i>Electrician</i>			
<i>Laboratory Specialist</i>			
<i>Lead</i>			
<i>Operator II (4)</i>			
<i>Operator I</i>			
<i>Utility I</i>			
<b>Storm Drainage Fund</b>	<b>\$ 258,675</b>	<b>\$ 89,180</b>	<b>\$ 54,295</b>
<i>Engineer I</i>			
<i>Street Supervisor (0.5)</i>			
<i>Lead (1.0)</i>			
<i>Utility I (1.5)</i>			
<i>Seasonal 520 hrs.</i>			

# City of Burlington Property Taxes

TAX YEAR	ASSESSED VALUE	LEVY RATE PER \$1,000 AV	CITY TAX LEVIED
2008	\$ 1,349,500,397	1.6750	\$ 2,260,413
2009	\$ 1,390,315,144	1.6943	\$ 2,355,611
2010	\$ 1,276,473,786	1.8661	\$ 2,382,031
2011	\$ 1,250,300,248	1.9248	\$ 2,406,523
2012	\$ 1,182,072,646	2.0453	\$ 2,417,693
2013	\$ 1,165,205,582	2.0855	\$ 2,430,067
2014	\$ 1,184,625,131	2.0679	\$ 2,449,719
2015	\$ 1,201,470,405	2.0683	\$ 2,484,993
2016	\$ 1,250,754,876	2.0388	\$ 2,550,000
2017 Preliminary	\$ 1,351,119,526	1.9030	\$ 2,571,115
2017 Adopted	\$ 1,348,893,296	1.9064	\$ 2,571,545

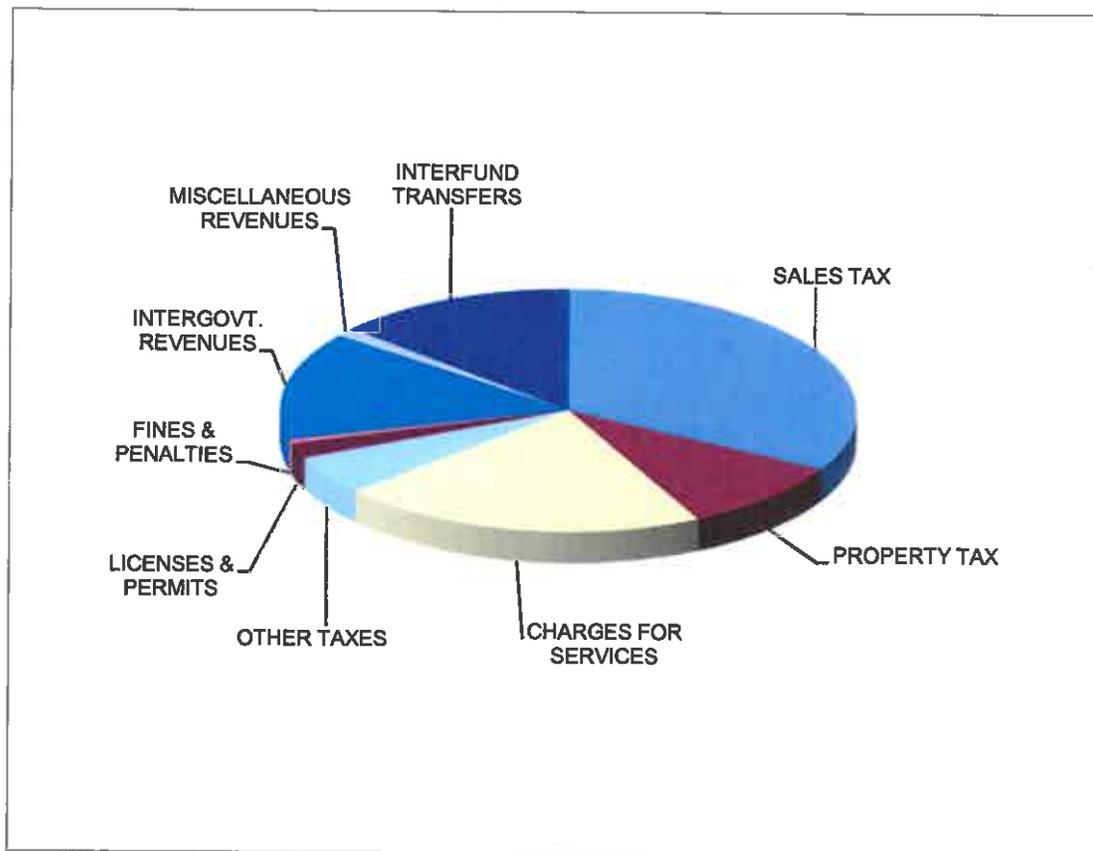


City of Burlington  
Key Economic Indicators

<b>Fund #</b>	<b>Resources</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>BUDGET 2017</b>
001 / 101	SALES TAX	\$ 5,863,311	\$ 6,306,482	\$ 6,721,846	\$ 7,316,441	\$ 7,480,954	\$ 7,834,349	\$ 7,944,103	\$ 7,953,660
001	PROPERTY TAX	\$ 2,318,016	\$ 2,403,865	\$ 2,414,748	\$ 2,548,823	\$ 2,461,956	\$ 2,504,474	\$ 2,551,609	\$ 2,545,405
001	BUSINESS LICENSES	\$ 125,552	\$ 149,724	\$ 154,139	\$ 127,214	\$ 122,625	\$ 103,168	\$ 127,423	\$ 110,000
001	BUILDING PERMITS	\$ 47,177	\$ 52,787	\$ 58,389	\$ 73,182	\$ 117,139	\$ 125,666	\$ 83,407	\$ 100,000
001	PLUMBING & MECH PERMITS	\$ 12,116	\$ 11,472	\$ 12,785	\$ 11,990	\$ 17,475	\$ 26,575	\$ 19,705	\$ 15,000
001	ENGIN. FEES & CHARGES	\$ 546	\$ 3,589	\$ 1,080	\$ -	\$ -	\$ -	\$ -	\$ -
001	ZONING & SUBDIVISIONS	\$ 19,070	\$ 14,360	\$ 8,590	\$ 4,415	\$ 17,625	\$ 15,380	\$ 16,402	\$ 10,000
001	PLAN CHECK FEES	\$ 30,889	\$ 23,055	\$ 36,962	\$ 45,737	\$ 72,266	\$ 81,461	\$ 48,697	\$ 50,000
001	PLAN & DEVELOPMENT FEES	\$ 9,187	\$ 7,417	\$ 16,274	\$ 24,696	\$ 19,845	\$ 21,686	\$ 11,658	\$ 20,000
001	FIRE IMPACT FEES	\$ 6,660	\$ 979	\$ 16,086	\$ 24,197	\$ 19,234	\$ 59,153	\$ 4,223	\$ 40,000
102	TRAFFIC IMPACT FEES	\$ 243,208	\$ 56,857	\$ 85,230	\$ 135,327	\$ 220,344	\$ 558,330	\$ 263,767	\$ 250,000
311	PARK IMPACT FEES	\$ 13,048	\$ 24,437	\$ 31,110	\$ 54,183	\$ 46,785	\$ 137,655	\$ 10,021	\$ 90,000
401	SEWER SERVICE CHARGES	\$ 3,133,026	\$ 3,039,058	\$ 3,072,150	\$ 2,973,632	\$ 3,085,113	\$ 3,044,132	\$ 3,090,776	\$ 3,100,000
402	SEWER CONNECTIONS	\$ 184,510	\$ 278,783	\$ 141,995	\$ 83,802	\$ 204,670	\$ 244,141	\$ 111,167	\$ 570,000
426	STORM DRAIN CONNECT FEES	\$ 194,850	\$ 16,049	\$ 44,771	\$ 26,746	\$ 45,449	\$ 32,987	\$ -	\$ 20,000
425	STORM DRAIN FEES	\$ 942,113	\$ 1,163,363	\$ 1,022,908	\$ 1,025,365	\$ 1,059,491	\$ 1,077,005	\$ 1,123,286	\$ 1,000,000

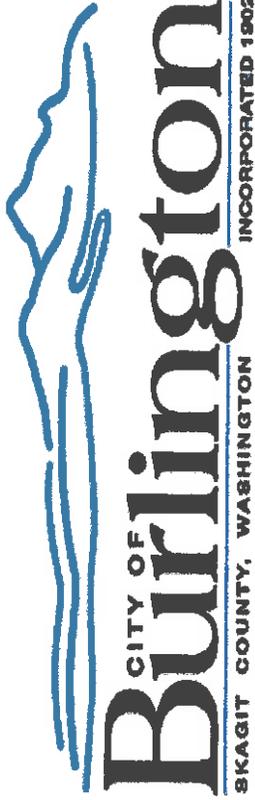
## 2017 BUDGETED REVENUES

SALES TAX	\$ 8,735,085	32.80%
PROPERTY TAX	\$ 2,571,115	9.66%
CHARGES FOR SERVICES	\$ 5,503,290	20.67%
OTHER TAXES	\$ 1,390,200	5.22%
LICENSES & PERMITS	\$ 515,805	1.94%
FINES & PENALTIES	\$ 151,300	0.57%
INTERGOVT. REVENUES	\$ 3,848,990	14.45%
MISCELLANEOUS REVENUES	\$ 301,965	1.13%
INTERFUND TRANSFERS	\$ 3,610,830	13.56%
	\$ 26,628,580	100.00%



# General Ledger 2017 Adopted Revenue Budget

User: rences  
Printed: 08/22/17 13:45:41  
Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>001</b>	<b>Current Expense Fund</b>					
	<b>Taxes</b>					
<b>311</b>	<b>General Property Tax</b>					
001-000-311-10-00-00	Real & Personal Property Tax	2,361,956.14	2,479,474.34	2,551,608.58	2,536,993.00	2,545,405.00
311	General Property Tax	2,361,956.14	2,479,474.34	2,551,608.58	2,536,993.00	2,545,405.00
<b>313</b>	<b>Retail Sales &amp; Use Tax</b>					
001-000-313-11-00-00	Sales & Use Tax	6,035,954.25	7,084,348.53	7,143,156.93	7,020,000.00	7,230,600.00
001-000-313-15-00-00	Special Purp Tax - Pub Safety	252,932.59	326,738.23	341,261.24	370,000.00	330,000.00
001-000-313-61-00-00	Natural Gas Use Tax	10,778.49	10,027.18	9,119.60	11,000.00	10,500.00
001-000-313-71-00-00	Local Sales Tax Criminal Just	158,131.50	167,661.24	178,038.94	160,000.00	170,000.00
313	Retail Sales & Use Tax	6,457,796.83	7,588,775.18	7,671,576.71	7,561,000.00	7,741,100.00
<b>316</b>	<b>Business &amp; Occupation Taxes</b>					
001-000-316-41-00-00	Electricity Utility Tax	398,122.53	368,845.14	381,863.52	400,000.00	400,000.00
001-000-316-43-00-00	Natural Gas Utility Tax	91,385.18	83,166.94	78,124.98	100,000.00	90,000.00
001-000-316-47-00-00	Telephone Utility Tax	275,101.14	271,628.94	250,852.92	280,000.00	270,000.00
001-000-316-81-00-00	Gambling Tax Pnch Bds Pull Tab	19,389.68	17,377.31	28,795.78	18,000.00	18,000.00
316	Business & Occupation Taxes	783,998.53	741,018.33	739,637.20	798,000.00	778,000.00
<b>317</b>	<b>Excise Taxes</b>					
001-000-317-20-00-00	Leasehold Excise Tax	1,959.75	1,274.59	1,228.07	1,500.00	2,200.00
317	Excise Taxes	1,959.75	1,274.59	1,228.07	1,500.00	2,200.00
<b>318</b>	<b>Other Taxes</b>					
001-000-318-11-00-00	Admissions Tax	159,749.69	161,937.29	161,609.43	160,000.00	160,000.00
318	Other Taxes	159,749.69	161,937.29	161,609.43	160,000.00	160,000.00
	<b>Taxes</b>	9,765,460.94	10,972,479.73	11,125,659.99	11,057,493.00	11,226,705.00
	<b>Licenses &amp; Permits</b>					
<b>321</b>	<b>Business Licenses &amp; Permits</b>					
001-000-321-70-00-15	Amusements Licenses	5,400.00	1,075.00	3,025.00	2,000.00	2,000.00
001-000-321-91-00-00	Comcast Blackrock Franchise	104,326.67	107,233.76	109,173.51	108,000.00	110,000.00
001-000-321-91-00-05	Waste Mgmt Franchise Fee	106,017.29	111,391.37	117,241.15	115,000.00	120,000.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-000-321-99-00-00	Business Licenses & Permits	122,625.00	103,167.50	127,422.50	110,000.00	110,000.00
001-000-321-99-00-15	Vendor Licenses & Permits	6,070.00	6,520.00	4,645.00	6,000.00	6,000.00
<b>321</b>	<b>Business Licenses &amp; Permits</b>	<b>344,438.96</b>	<b>329,387.63</b>	<b>361,507.16</b>	<b>341,000.00</b>	<b>348,000.00</b>
<b>322</b>	<b>Non-Bus Licenses &amp; Permits</b>					
001-000-322-10-00-00	Building Permits	117,139.00	125,665.75	83,407.10	100,000.00	100,000.00
001-000-322-10-00-01	Plumbing & Mechanical Permits	17,475.00	26,575.00	19,705.00	15,000.00	15,000.00
001-000-322-10-00-02	Miscellaneous Permits	15,346.79	17,201.22	13,242.57	16,000.00	16,000.00
001-000-322-30-00-00	Animal License Fees	1,690.00	2,110.00	1,425.00	1,600.00	1,600.00
001-000-322-90-00-00	Gun Permits	1,420.00	1,754.00	2,171.00	1,500.00	1,705.00
<b>322</b>	<b>Non-Bus Licenses &amp; Permits</b>	<b>153,070.79</b>	<b>173,305.97</b>	<b>119,950.67</b>	<b>134,100.00</b>	<b>134,305.00</b>
	<b>Licenses &amp; Permits</b>	<b>497,509.75</b>	<b>502,693.60</b>	<b>481,457.83</b>	<b>475,100.00</b>	<b>482,305.00</b>
<b>331</b>	<b>Intergovernmental Revenues</b>					
001-000-331-16-60-02	Direct Federal Grants	2,286.65	1,138.72	2,421.18	1,000.00	2,610.00
<b>331</b>	<b>Direct Federal Grants</b>	<b>2,286.65</b>	<b>1,138.72</b>	<b>2,421.18</b>	<b>1,000.00</b>	<b>2,610.00</b>
<b>333</b>	<b>Indirect Federal Grants</b>					
001-000-333-20-60-02	WASPC Traffic Safety InxRdar	799.00	0.00	799.00	1,000.00	1,000.00
<b>333</b>	<b>Indirect Federal Grants</b>	<b>799.00</b>	<b>0.00</b>	<b>799.00</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>334</b>	<b>State Grants</b>					
001-000-334-04-20-00	Dept of Commerce GMA Grant	2,700.00	5,700.00	8,100.00	0.00	5,700.00
001-000-334-04-90-10	WA State Trauma Care Grant	1,473.00	1,341.00	1,290.00	1,350.00	1,350.00
<b>334</b>	<b>State Grants</b>	<b>4,173.00</b>	<b>7,041.00</b>	<b>9,390.00</b>	<b>1,350.00</b>	<b>7,050.00</b>
<b>336</b>	<b>State Shared Revenues</b>					
001-000-336-00-99-00	Streamlined Mitigation	0.00	0.00	132,396.17	0.00	140,000.00
001-000-336-01-29-02	State Judicial Salary Contrib	5,562.00	5,326.00	7,889.00	5,600.00	8,000.00
001-000-336-06-21-00	Crim Just Violent CrimesPopul	2,197.09	2,256.58	2,337.88	2,365.00	2,430.00
001-000-336-06-26-00	Crim Just Special Programs	8,045.99	8,268.08	8,523.96	8,192.00	8,415.00
001-000-336-06-51-00	DUI & Other Crim Just Assist	1,520.47	1,279.38	1,323.41	1,500.00	1,500.00
001-000-336-06-94-00	LiquorBeer Excise Tax	15,868.71	22,991.91	39,602.51	37,411.00	38,430.00
001-000-336-06-95-00	Liquor Control Board Profits	75,036.89	73,997.68	73,117.99	72,711.00	74,690.00
<b>336</b>	<b>State Shared Revenues</b>	<b>108,231.15</b>	<b>114,119.63</b>	<b>265,190.92</b>	<b>127,779.00</b>	<b>273,465.00</b>
<b>337</b>	<b>Interlocal Grants &amp; Other</b>					
001-000-337-00-00-00	Skagit Co Econ Dev Funding	15,000.00	0.00	15,000.00	7,500.00	7,500.00
001-000-337-00-00-10	Interlocal Grant EMS Council	9,196.68	0.00	2,677.89	0.00	0.00
001-000-337-15-00-00	Public Safety Tax Rebate	183,333.00	220,000.00	236,138.38	230,000.00	230,000.00
001-000-337-72-00-04	Skagit County Contribution	0.00	8,914.00	19,769.00	9,000.00	9,000.00
001-000-337-72-00-05	Evergreen Consortium Reimb	725.46	3,902.25	3,571.00	4,000.00	4,000.00
<b>337</b>	<b>Interlocal Grants &amp; Other</b>	<b>208,255.14</b>	<b>232,816.25</b>	<b>277,156.27</b>	<b>250,500.00</b>	<b>250,500.00</b>
	<b>Intergovernmental Revenues</b>	<b>323,744.94</b>	<b>355,115.60</b>	<b>554,957.37</b>	<b>381,629.00</b>	<b>534,625.00</b>

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>341</b>	<b>Charges for Services</b>					
	<b>General Government</b>					
001-000-341-32-00-00	Court Records Services	843.17	184.77	113.56	250.00	250.00
001-000-341-32-02-00	DM Court Records Ser	0.00	0.00	0.00	0.00	0.00
001-000-341-33-00-01	City Diversion Program	8,840.00	333.86	0.00	900.00	900.00
001-000-341-33-02-00	Warrant Admin Costs	8,851.71	8,651.33	10,765.98	8,000.00	8,000.00
001-000-341-33-03-00	Deferred Prosecution	2,313.43	1,297.38	198.53	2,000.00	2,000.00
001-000-341-33-06-00	IT Time Pay Fees	1,910.62	1,427.00	1,752.30	2,000.00	2,000.00
001-000-341-62-00-00	Court Tape Duplicating Fees	177.54	31.34	3.50	25.00	25.00
001-000-341-62-00-01	Printing & Duplication	576.95	225.67	198.71	250.00	250.00
001-000-341-70-00-15	Sales of Merchandise	1,901.35	1,762.19	804.62	2,000.00	2,000.00
001-000-341-81-00-04	Printing & Duplication Library	5,852.05	6,784.10	7,545.45	6,500.00	6,500.00
001-000-341-91-00-00	Election Candidate Filing Fees	0.00	767.50	0.00	767.50	770.00
001-000-341-95-00-00	Legal Services Application Fee	2,844.61	702.45	6.51	700.00	700.00
001-000-341-95-00-01	Public Def Prog Cost Share MV	0.00	0.00	11,979.04	0.00	13,000.00
001-000-341-99-00-00	Passport & Naturalization Fees	9,300.00	10,750.00	11,975.00	8,000.00	8,000.00
<b>341</b>	<b>General Government</b>	<b>43,411.43</b>	<b>32,917.59</b>	<b>45,343.20</b>	<b>31,392.50</b>	<b>44,395.00</b>
<b>342</b>	<b>Public Safety</b>					
001-000-342-10-00-00	Special Patrol Services	3,997.95	4,273.30	6,622.33	4,500.00	4,500.00
001-000-342-10-00-01	Fingerprints	770.00	1,055.00	870.00	0.00	900.00
001-000-342-21-00-10	Fire Protection Services	795.76	25,072.73	18,648.00	0.00	18,645.00
001-000-342-33-00-00	Adult Probation Services	583.00	4,541.68	10,197.38	1,500.00	1,500.00
001-000-342-38-01-00	Pretrial Sup CLLJ	1,072.00	980.00	1,350.22	2,000.00	2,000.00
001-000-342-40-00-00	Protective Inspection Services	0.00	600.00	285.00	600.00	600.00
001-000-342-40-00-04	Fire Plan Review	3,241.64	3,697.42	4,925.00	3,500.00	3,500.00
<b>342</b>	<b>Public Safety</b>	<b>10,460.35</b>	<b>40,220.13</b>	<b>42,897.93</b>	<b>12,100.00</b>	<b>31,645.00</b>
<b>343</b>	<b>Utilities</b>					
001-000-343-20-00-00	Fiber Service	0.00	7,463.20	7,034.19	7,300.00	7,300.00
<b>343</b>	<b>Utilities</b>	<b>0.00</b>	<b>7,463.20</b>	<b>7,034.19</b>	<b>7,300.00</b>	<b>7,300.00</b>
<b>345</b>	<b>Natural &amp; Economic Environment</b>					
001-000-345-81-00-00	Zoning & Subdivision Fees	17,625.00	15,380.00	16,401.73	10,000.00	10,000.00
001-000-345-83-00-00	Plan Checking Fees	72,266.13	81,461.42	48,696.68	50,000.00	50,000.00
001-000-345-85-00-10	GMA Impact Fees Fire	19,234.12	59,153.19	4,223.40	40,000.00	40,000.00
001-000-345-89-00-00	Other Planning & Development	19,845.17	21,685.71	11,658.38	20,000.00	20,000.00
<b>345</b>	<b>Natural &amp; Economic Environment</b>	<b>128,970.42</b>	<b>177,680.32</b>	<b>80,980.19</b>	<b>120,000.00</b>	<b>120,000.00</b>
<b>347</b>	<b>Culture &amp; Recreation</b>					
001-000-347-20-00-04	Library Service Fees	20,342.40	22,084.02	21,319.19	21,000.00	21,000.00
001-000-347-60-00-15	Program Fees	48,865.45	46,797.24	50,257.65	54,000.00	54,000.00
<b>347</b>	<b>Culture &amp; Recreation</b>	<b>69,207.85</b>	<b>68,881.26</b>	<b>71,576.84</b>	<b>75,000.00</b>	<b>75,000.00</b>
<b>353</b>	<b>Civil Infraction Penalties</b>					
001-000-353-10-04-00	Legis Assessment	0.00	0.00	0.00	0.00	0.00

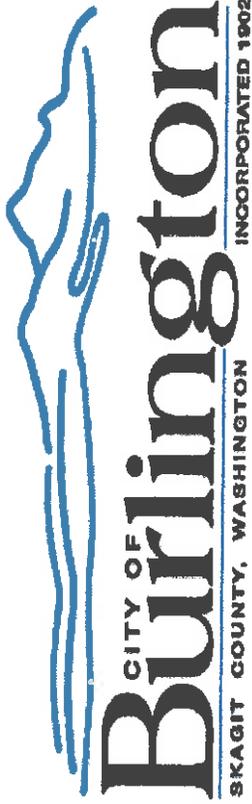
Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-000-353-10-05-00 353	Traffic Infractions Civil Infraction Penalties	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
001-000-355-20-03-00 001-000-355-80-02-00 355	Criminal Traffic Misdemeanor Conv Fee DUI 113 Conv Fee Crim Traffic 113 Criminal Traffic Misdemeanor	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00
001-000-356-90-14-00 356	Criminal Non-Traffic Fines Conv Fee CN 113 Criminal Non-Traffic Fines	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
001-000-361-40-01-00 001-000-361-40-03-00 361	Interest & Other Earnings DM Interest Income Cur Exp DM Interest Income Court Interest & Other Earnings	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00
001-000-369-90-01-00 369	Other Miscellaneous Revenues DNU Court Small Over Payment Other Miscellaneous Revenues	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
001-000-352-30-00-00 352	Charges for Services Fines & Penalties Civil Penalties Proof of MV Insurance Civil Penalties	252,050.05	327,162.50	247,832.35	245,792.50	278,340.00
001-000-353-10-00-00 001-000-353-10-03-00 001-000-353-70-04-00 353	Civil Infraction Penalties Traffic Infraction Penalties Traffic Infraction Fees Non-Traffic Infractions Civil Infraction Penalties	56,408.76 6,299.32 304.97 63,013.05	56,423.73 419.24 79.83 56,922.80	62,933.63 0.00 264.46 63,198.09	72,000.00 1,500.00 200.00 73,700.00	72,000.00 1,500.00 200.00 73,700.00
001-000-354-00-00-00 001-000-354-00-07-00 354	Civil Parking Infraction Fines Civil Parking Infrac Penalties Parking in Disabled Zone Civil Parking Infraction Fines	1,024.00 1,799.93 2,823.93	980.00 931.71 1,911.71	445.00 822.27 1,267.27	1,200.00 2,000.00 3,200.00	1,200.00 2,000.00 3,200.00
001-000-355-20-00-00 001-000-355-20-01-00 001-000-355-80-01-00 355	Criminal Traffic Misdemeanor DUI Fines DUI DP Acct Criminal Traffic Misdemeanor Criminal Traffic Misdemeanor	8,060.36 1,217.12 8,718.47 17,995.95	6,646.68 1,264.07 10,209.14 18,119.89	6,772.28 1,230.37 8,998.30 17,000.95	8,000.00 1,000.00 14,000.00 23,000.00	8,000.00 1,000.00 14,000.00 23,000.00
001-000-356-90-04-00 356	Criminal Non-Traffic Fines Other Criminal Non Traffic	13,208.35	13,542.18	12,977.13	15,000.00	15,000.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
356	Criminal Non-Traffic Fines	13,208.35	13,542.18	12,977.13	15,000.00	15,000.00
359	Non-Court Fines & Penalties					
001-000-359-90-00-00	Misc Fines & Penalties Lib	14,310.48	8,808.09	4,499.05	8,000.00	8,000.00
001-000-359-90-00-01	Misc Fines & Penalties Pol	2,825.00	2,600.00	3,859.88	2,500.00	2,500.00
359	Non-Court Fines & Penalties	17,135.48	11,408.09	8,358.93	10,500.00	10,500.00
	Fines & Penalties	115,011.77	102,739.67	103,913.18	126,300.00	126,300.00
	Miscellaneous Revenues					
361	Interest & Other Earnings					
001-000-361-11-00-00	Investment Earnings	10,750.68	21,225.12	28,010.28	15,000.00	15,000.00
001-000-361-40-00-00	Sales & Use Tax Interest	734.06	1,724.77	2,497.06	1,500.00	1,500.00
001-000-361-40-00-01	Municipal Court Interest	4,956.00	4,461.06	8,687.27	4,000.00	4,000.00
361	Interest & Other Earnings	16,440.74	27,410.95	39,194.61	20,500.00	20,500.00
362	Rents, Leases & Concessions					
001-000-362-00-00-00	Rents and Leases	0.00	0.00	104,002.73	0.00	0.00
001-000-362-40-00-15	DNU Facility Rentals Short	105,380.05	142,263.25	0.00	115,000.00	115,000.00
001-000-362-50-00-00	DNU Facility Rentals Long	13,501.00	13,501.00	0.00	13,500.00	13,500.00
001-000-362-50-00-15	DNU Facility Rentals Long	8,335.38	7,697.32	0.00	7,700.00	7,700.00
362	Rents, Leases & Concessions	127,216.43	163,461.57	104,002.73	136,200.00	136,200.00
367	Private Contribution Donations					
001-000-367-11-00-02	Private Grant Proj Lifesaver	1,985.00	1,684.00	992.00	1,300.00	1,300.00
367	Private Contribution Donations	1,985.00	1,684.00	992.00	1,300.00	1,300.00
369	Other Miscellaneous Revenues					
001-000-369-10-00-00	Sale of Surplus	26.89	272.20	235.15	0.00	200.00
001-000-369-20-00-00	Proceeds - Sale Unclaimed Prop	357.27	142.62	44.25	0.00	0.00
001-000-369-40-00-00	Judgements & Settlements	1,725.49	22,617.72	5,066.18	0.00	5,000.00
001-000-369-81-00-00	Cash Adjustments	73.25	15.33	101.04	0.00	0.00
001-000-369-90-03-00	DNU NSFReturned Check Fees	0.00	0.00	0.00	240.00	0.00
001-000-369-91-00-00	Miscellaneous Other	11,618.09	4,681.56	4,580.03	0.00	2,500.00
369	Other Miscellaneous Revenues	13,800.99	27,729.43	10,026.65	240.00	7,700.00
	Miscellaneous Revenues	159,443.16	220,285.95	154,215.99	158,240.00	165,700.00
	Proprietary Funds Revenues					
372	Insurance Recoveries					
001-000-372-20-00-00	Insurance Recoveries	0.00	0.00	0.00	0.00	0.00
372	Insurance Recoveries	0.00	0.00	0.00	0.00	0.00
	Proprietary Funds Revenues	0.00	0.00	0.00	0.00	0.00
367	Non-Revenues					
	Private Contribution Donations					

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-000-367-00-00-15 367	Parks & Rec Sponsorship Contr Private Contribution Donations	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
	Non-Revenues	0.00	0.00	0.00	0.00	0.00
397	Other Financing Sources					
	Transfers In					
001-000-397-00-01-01	Transfer In - Streets	0.00	135,000.00	89,633.00	0.00	89,650.00
001-000-397-00-04-01	Transfer In - Sewer	0.00	217,000.00	229,369.00	0.00	230,000.00
001-000-397-00-04-25	Transfer In - Storm	0.00	153,500.00	96,151.00	0.00	96,150.00
397	Transfers In	0.00	505,500.00	415,153.00	0.00	415,800.00
	Other Financing Sources	0.00	505,500.00	415,153.00	0.00	415,800.00
001	Current Expense Fund	11,113,220.61	12,985,977.05	13,083,189.71	12,444,554.50	13,229,775.00

# General Ledger 2017 Adopted Revenue Budget

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 Period 01 - 15  
 Fiscal Year 2017

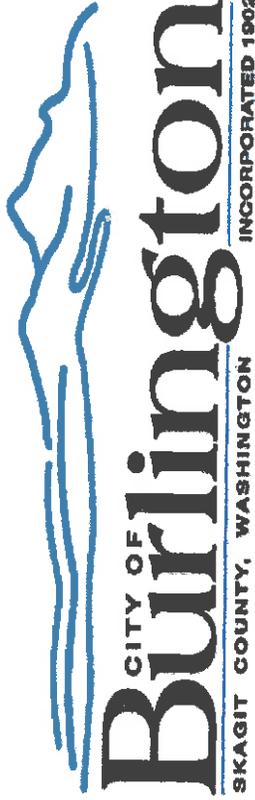


Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
101	City Street Fund					
	Taxes					
313	Retail Sales & Use Tax	322,500.00	750,000.01	800,945.96	780,000.00	723,060.00
313	Sales & Use Tax	322,500.00	750,000.01	800,945.96	780,000.00	723,060.00
	Taxes	322,500.00	750,000.01	800,945.96	780,000.00	723,060.00
	Licenses & Permits					
322	Non-Bus Licenses & Permits	36,395.83	21,165.00	20,647.00	20,000.00	20,000.00
322	Street & Curb Permits	36,395.83	21,165.00	20,647.00	20,000.00	20,000.00
	Licenses & Permits	36,395.83	21,165.00	20,647.00	20,000.00	20,000.00
	Intergovernmental Revenues					
336	State Shared Revenues	0.00	0.00	8,686.24	0.00	9,500.00
101-000-336-00-71-00	Multimodal Trans City	174,200.02	177,952.82	183,239.99	182,950.00	187,115.00
101-000-336-00-87-00	Motor Vehicle Fuel Tax	174,200.02	177,952.82	191,976.23	182,950.00	196,615.00
336	State Shared Revenues	174,200.02	177,952.82	191,976.23	182,950.00	196,615.00
	Intergovernmental Revenues	174,200.02	177,952.82	191,976.23	182,950.00	196,615.00
	Charges for Services					
342	Public Safety	406.50	3,539.00	2,239.00	2,000.00	2,000.00
101-000-342-40-00-01	Street Plan Review Fees	406.50	3,539.00	2,239.00	2,000.00	2,000.00
342	Public Safety	406.50	3,539.00	2,239.00	2,000.00	2,000.00
	Charges for Services	406.50	3,539.00	2,239.00	2,000.00	2,000.00
	Miscellaneous Revenues					
361	Interest & Other Earnings	22,668.75	2,912.76	2,344.64	3,000.00	3,000.00
101-000-361-11-00-00	Investment Interest	0.00	1,724.78	2,497.01	1,700.00	1,700.00
101-000-361-40-00-00	Sales & Use Tax Interest	22,668.75	4,637.54	4,841.65	4,700.00	4,700.00
361	Interest & Other Earnings	22,668.75	4,637.54	4,841.65	4,700.00	4,700.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>362</b>	<b>Rents, Leases &amp; Concessions</b>					
101-000-362-00-00	Streets Rents and Leases	0.00	0.00	23,927.67	0.00	0.00
101-000-362-50-00	DNU Facility Rentals Long	31,903.56	7,975.89	0.00	35,000.00	35,000.00
<b>362</b>	<b>Rents, Leases &amp; Concessions</b>	<b>31,903.56</b>	<b>7,975.89</b>	<b>23,927.67</b>	<b>35,000.00</b>	<b>35,000.00</b>
<b>369</b>	<b>Other Miscellaneous Revenues</b>					
101-000-369-10-00-00	Streets Sale of Surplus	0.00	0.00	0.00	0.00	0.00
101-000-369-40-00-00	Other Judgements & Settlements	0.00	400.00	476.65	0.00	0.00
<b>369</b>	<b>Other Miscellaneous Revenues</b>	<b>0.00</b>	<b>400.00</b>	<b>476.65</b>	<b>0.00</b>	<b>0.00</b>
	<b>Miscellaneous Revenues</b>	<b>54,572.31</b>	<b>13,013.43</b>	<b>29,245.97</b>	<b>39,700.00</b>	<b>39,700.00</b>
<b>101</b>	<b>City Street Fund</b>	<b>588,074.66</b>	<b>965,670.26</b>	<b>1,045,004.16</b>	<b>1,024,650.00</b>	<b>981,375.00</b>

# General Ledger 2017 Adopted Revenue Budget

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 Period 01 - 15  
 Fiscal Year 2017

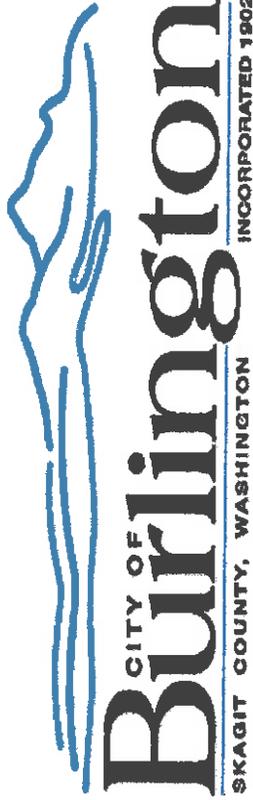


Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
102	Arterial Street Fund					
	Intergovernmental Revenues					
333	Indirect Federal Grants					
102-000-333-20-20-50	WSDOT FHWA NonMot.Path Gnt	22,906.96	481,265.11	260,159.84	0.00	0.00
102-000-333-20-20-52	WSDOT FHWA Skagit St Signal	0.00	0.00	50,184.35	147,266.00	70,000.00
102-000-333-20-20-53	WSDOT FHWA Pease Non Motor	0.00	0.00	30,634.11	69,200.00	20,000.00
102-000-333-20-21-51	WSDOT FHWA CitySafetySgnl Gnt	517,434.52	1,327,193.48	0.00	0.00	0.00
333	Indirect Federal Grants	540,341.48	1,808,458.59	340,978.30	216,466.00	90,000.00
337	Interlocal Grants & Other					
102-000-337-00-00-00	SCOG George Hopper Interchange	0.00	0.00	0.00	1,816,500.00	1,816,500.00
102-000-337-00-00-01	SCOG CherryFairhaven Design	0.00	0.00	0.00	86,500.00	10,000.00
102-000-337-00-00-02	Geo Hopper Signal Safety Grant	0.00	0.00	0.00	0.00	725,000.00
337	Interlocal Grants & Other	0.00	0.00	0.00	1,903,000.00	2,551,500.00
	Intergovernmental Revenues	540,341.48	1,808,458.59	340,978.30	2,119,466.00	2,641,500.00
345	Charges for Services					
102-000-345-85-00-15	Natural & Economic Environment	220,343.64	558,330.16	263,767.19	250,000.00	250,000.00
345	Traffic Impact Fees	220,343.64	558,330.16	263,767.19	250,000.00	250,000.00
	Natural & Economic Environment	220,343.64	558,330.16	263,767.19	250,000.00	250,000.00
	Charges for Services	220,343.64	558,330.16	263,767.19	250,000.00	250,000.00
361	Miscellaneous Revenues					
102-000-361-11-00-00	Interest & Other Earnings	4,963.52	11,926.85	11,279.14	11,000.00	11,000.00
361	Investment Earnings	4,963.52	11,926.85	11,279.14	11,000.00	11,000.00
	Interest & Other Earnings	4,963.52	11,926.85	11,279.14	11,000.00	11,000.00
	Miscellaneous Revenues	4,963.52	11,926.85	11,279.14	11,000.00	11,000.00
397	Other Financing Sources					
102-000-397-00-00-01	Transfers In	0.00	0.00	250,000.00	1,000,000.00	432,275.00
397	Transfer In - Current Expense	0.00	0.00	250,000.00	1,000,000.00	432,275.00
	Transfers In	0.00	0.00	250,000.00	1,000,000.00	432,275.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
102	Other Financing Sources	0.00	0.00	250,000.00	1,000,000.00	432,275.00
	Arterial Street Fund	765,648.64	2,378,715.60	866,024.63	3,380,466.00	3,334,775.00

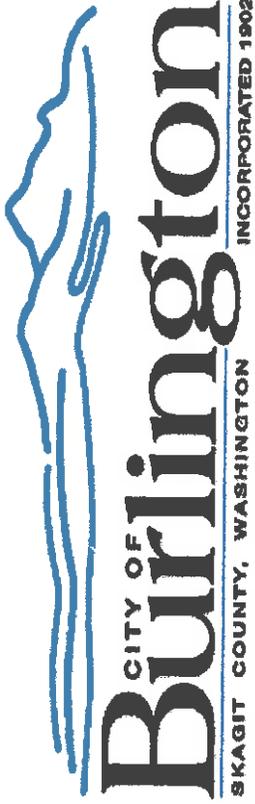
General Ledger  
2017 Adopted Revenue Budget

User: renees  
Printed: 08/22/17 13:45:42  
Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
107	Park Endowment Fund					
361	Miscellaneous Revenues					
107-000-361-11-00-00	Interest & Other Earnings	57.29	179.61	222.77	150.00	200.00
361	Investment Interest	57.29	179.61	222.77	150.00	200.00
	Interest & Other Earnings					
	Miscellaneous Revenues	57.29	179.61	222.77	150.00	200.00
107	Park Endowment Fund	57.29	179.61	222.77	150.00	200.00

General Ledger  
2017 Adopted Revenue Budget

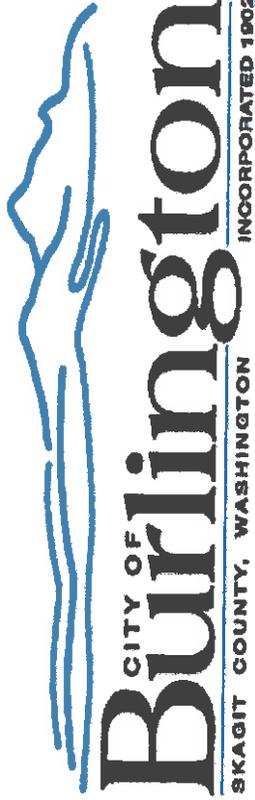


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Printed: 08/22/17 13:45:42  
Period 01 - 15  
Fiscal Year 2017

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
116	Cemetery Fund					
343	Charges for Services					
	Utilities					
	Grave Openings & Closings	38,407.00	33,919.00	44,113.34	30,000.00	35,000.00
	Marker Settings	6,336.84	5,514.65	4,229.00	6,000.00	3,500.00
	Lot Sales 60 Percent	13,416.00	6,756.00	9,018.00	5,000.00	8,500.00
	Liner & Urn Sales	5,117.00	4,932.00	3,717.00	3,000.00	3,500.00
	Lots Sold 25 Percent	5,590.00	2,815.02	3,757.50	2,100.00	3,750.00
343	Utilities	68,866.84	53,936.67	64,834.84	46,100.00	54,250.00
	Charges for Services	68,866.84	53,936.67	64,834.84	46,100.00	54,250.00
361	Miscellaneous Revenues					
	Interest & Other Earnings					
	Investment Interest	100.64	137.10	294.42	100.00	300.00
361	Interest & Other Earnings	100.64	137.10	294.42	100.00	300.00
	Miscellaneous Revenues	100.64	137.10	294.42	100.00	300.00
397	Other Financing Sources					
	Transfers In					
	Transfer In - Curr Expense	0.00	0.00	12,500.00	50,000.00	25,000.00
397	Transfers In	0.00	0.00	12,500.00	50,000.00	25,000.00
	Other Financing Sources	0.00	0.00	12,500.00	50,000.00	25,000.00
116	Cemetery Fund	68,967.48	54,073.77	77,629.26	96,200.00	79,550.00

General Ledger  
2017 Adopted Revenue Budget

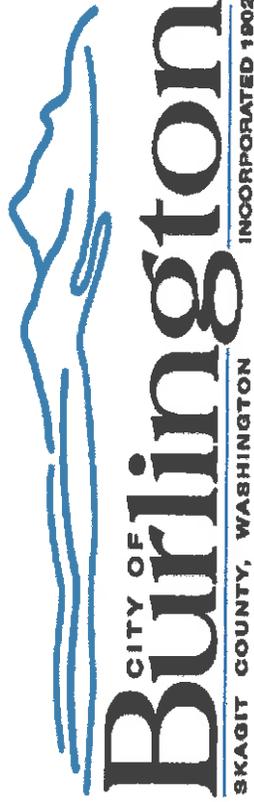
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Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
119	Substance Abuse Fund					
361	Miscellaneous Revenues					
119-000-361-11-00-00	Interest & Other Earnings	9.18	38.68	54.87	0.00	75.00
361	Investment Interest	9.18	38.68	54.87	0.00	75.00
369	Interest & Other Earnings					
119-000-369-30-00-00	Other Miscellaneous Revenues	0.00	1,404.86	0.00	0.00	0.00
119-000-369-40-00-00	Confiscated/Forfeited Property	102.82	703.03	252.38	0.00	0.00
369	Other Judgements & Settlements	102.82	2,107.89	252.38	0.00	0.00
	Other Miscellaneous Revenues					
	Miscellaneous Revenues	112.00	2,146.57	307.25	0.00	75.00
119	Substance Abuse Fund	112.00	2,146.57	307.25	0.00	75.00

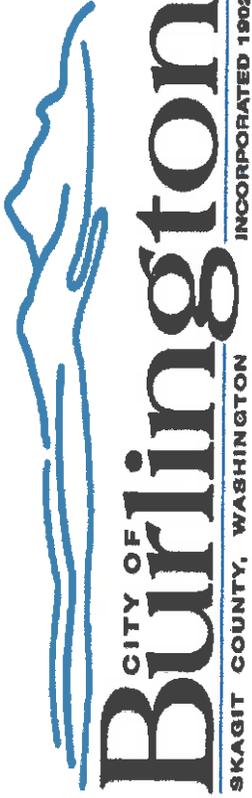
General Ledger  
2017 Adopted Revenue Budget

User: renees  
Printed: 08/22/17 13:45:42  
Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
197	Lodging Tax Fund					
	Taxes					
313	Retail Sales & Use Tax					
197-000-313-31-00-00	Hotel Motel Stadium Tax	284,237.48	293,036.80	293,790.26	260,000.00	270,925.00
313	Retail Sales & Use Tax	284,237.48	293,036.80	293,790.26	260,000.00	270,925.00
	Taxes	284,237.48	293,036.80	293,790.26	260,000.00	270,925.00
	Miscellaneous Revenues					
361	Interest & Other Earnings					
197-000-361-11-00-00	Investment Interest	681.94	2,772.64	4,423.11	3,000.00	3,600.00
361	Interest & Other Earnings	681.94	2,772.64	4,423.11	3,000.00	3,600.00
	Miscellaneous Revenues	681.94	2,772.64	4,423.11	3,000.00	3,600.00
197	Lodging Tax Fund	284,919.42	295,809.44	298,213.37	263,000.00	274,525.00

General Ledger  
2017 Adopted Revenue Budget

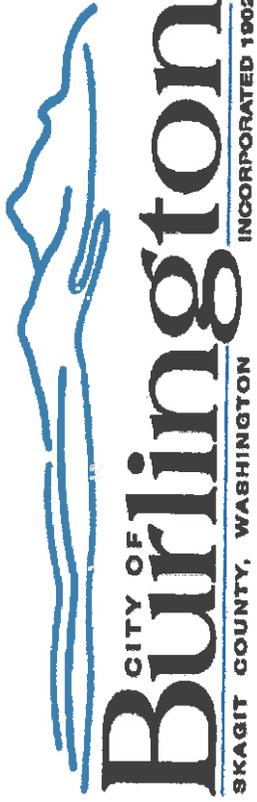


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Period 01 - 15  
Fiscal Year 2017

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
201	Debt Service Fund					
	Taxes					
311	General Property Tax					
201-000-311-10-00-00	Real & Personal Property Tax	100,000.00	24,999.98	25,144.01	25,000.00	25,710.00
311	General Property Tax	100,000.00	24,999.98	25,144.01	25,000.00	25,710.00
	Taxes	100,000.00	24,999.98	25,144.01	25,000.00	25,710.00
	Miscellaneous Revenues					
361	Interest & Other Earnings					
201-000-361-11-00-00	Investment Interest	231.11	1,152.10	1,525.26	1,000.00	1,290.00
361	Interest & Other Earnings	231.11	1,152.10	1,525.26	1,000.00	1,290.00
	Miscellaneous Revenues	231.11	1,152.10	1,525.26	1,000.00	1,290.00
201	Debt Service Fund	100,231.11	26,152.08	26,669.27	26,000.00	27,000.00

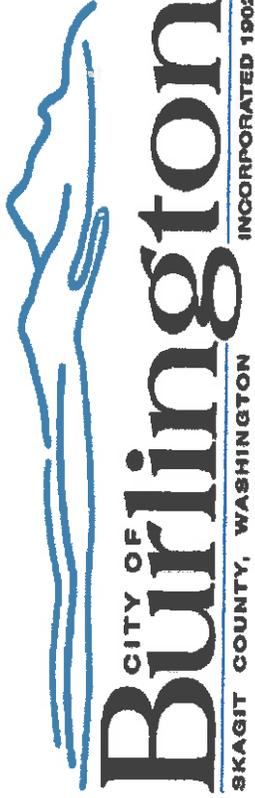
General Ledger  
2017 Adopted Revenue Budget

User: rences  
Printed: 08/22/17 13:45:42  
Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
300	Curr Exp Capital Reserve Fund					
	Intergovernmental Revenues					
337	Interlocal Grants & Other				0.00	300,000.00
300-000-337-00-01-00	GenCap County 0.09 Grant	0.00	0.00	0.00	0.00	300,000.00
337	Interlocal Grants & Other				0.00	
	Intergovernmental Revenues					
	Intergovernmental Revenues	0.00	0.00	0.00	0.00	300,000.00
361	Miscellaneous Revenues					
	Interest & Other Earnings					
300-000-361-11-00-00	Investment Interest	485.62	3,809.94	6,822.76	3,000.00	3,000.00
361	Interest & Other Earnings	485.62	3,809.94	6,822.76	3,000.00	3,000.00
	Miscellaneous Revenues					
	Miscellaneous Revenues	485.62	3,809.94	6,822.76	3,000.00	3,000.00
397	Other Financing Sources					
	Transfers In					
300-000-397-00-00-01	Transfer In Current Expense	740,000.00	450,000.00	425,000.00	850,000.00	265,000.00
397	Transfers In	740,000.00	450,000.00	425,000.00	850,000.00	265,000.00
	Other Financing Sources					
	Other Financing Sources	740,000.00	450,000.00	425,000.00	850,000.00	265,000.00
300	Curr Exp Capital Reserve Fund					
	Curr Exp Capital Reserve Fund	740,485.62	453,809.94	431,822.76	853,000.00	568,000.00

General Ledger  
2017 Adopted Revenue Budget

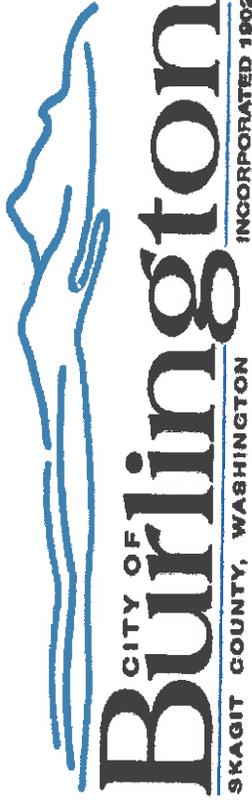


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Period 01 - 15  
Fiscal Year 2017

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
301	Local Capital Improvement Fund					
	Taxes					
318	Other Taxes					
301-000-318-34-00-00	Real Estate Excise Tax	159,491.27	195,875.01	216,552.84	125,000.00	225,000.00
318	Other Taxes	159,491.27	195,875.01	216,552.84	125,000.00	225,000.00
	Taxes	159,491.27	195,875.01	216,552.84	125,000.00	225,000.00
	Miscellaneous Revenues					
361	Interest & Other Earnings	917.23	4,086.91	6,659.89	4,000.00	6,000.00
301-000-361-11-00-00	Investment Interest	917.23	4,086.91	6,659.89	4,000.00	6,000.00
361	Interest & Other Earnings	917.23	4,086.91	6,659.89	4,000.00	6,000.00
	Miscellaneous Revenues	917.23	4,086.91	6,659.89	4,000.00	6,000.00
301	Local Capital Improvement Fund	160,408.50	199,961.92	223,212.73	129,000.00	231,000.00

General Ledger  
2017 Adopted Revenue Budget

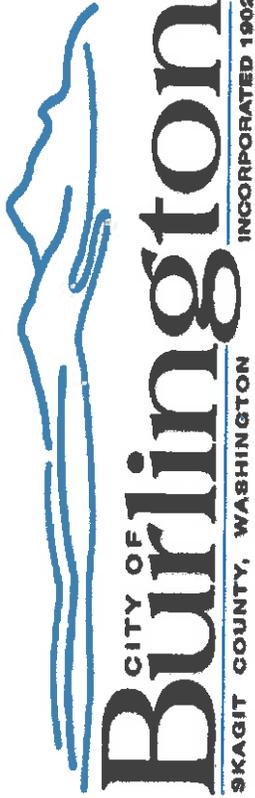
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Printed: 08/22/17 13:45:42  
Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
311	Park & Rec Capital Imp Fund					
	Taxes					
318	Other Taxes					
311-000-318-35-00-00	Real Estate Excise Tax	159,491.23	195,875.02	211,990.34	125,000.00	225,000.00
318	Other Taxes	159,491.23	195,875.02	211,990.34	125,000.00	225,000.00
	Taxes	159,491.23	195,875.02	211,990.34	125,000.00	225,000.00
	Charges for Services					
345	Natural & Economic Environment					
311-000-345-85-00-00	GMA Impact Fees Parks	46,784.50	137,654.50	10,021.00	90,000.00	90,000.00
345	Natural & Economic Environment	46,784.50	137,654.50	10,021.00	90,000.00	90,000.00
	Charges for Services	46,784.50	137,654.50	10,021.00	90,000.00	90,000.00
	Miscellaneous Revenues					
361	Interest & Other Earnings					
311-000-361-11-00-00	Investment Interest	1,245.21	5,305.79	7,740.15	4,500.00	4,500.00
361	Interest & Other Earnings	1,245.21	5,305.79	7,740.15	4,500.00	4,500.00
	Miscellaneous Revenues	1,245.21	5,305.79	7,740.15	4,500.00	4,500.00
311	Park & Rec Capital Imp Fund	207,520.94	338,835.31	229,751.49	219,500.00	319,500.00

# General Ledger 2017 Adopted Revenue Budget

User: renees  
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 Period 01 - 15  
 Fiscal Year 2017

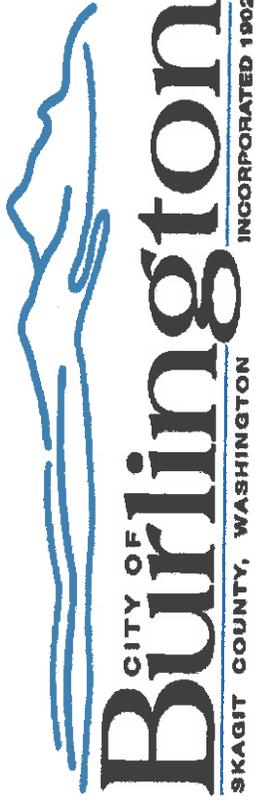


Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
401	Sewer Fund					
322	Licenses & Permits					
401-000-322-10-00-00	Non-Bus Licenses & Permits					
322	Sewer Permits	9,852.00	16,064.00	12,497.00	13,500.00	13,500.00
322	Non-Bus Licenses & Permits	9,852.00	16,064.00	12,497.00	13,500.00	13,500.00
	Licenses & Permits	9,852.00	16,064.00	12,497.00	13,500.00	13,500.00
	Charges for Services					
343	Utilities					
401-000-343-50-00-00	Sewer Service	3,085,113.40	3,044,132.08	3,090,776.19	3,100,000.00	3,100,000.00
401-000-343-50-00-01	Septage Disposal	104,031.13	114,189.86	142,391.72	105,000.00	115,000.00
401-000-343-50-00-02	Sewer Plan Review Fees	1,545.00	8,165.00	4,416.00	5,000.00	5,000.00
343	Utilities	3,190,689.53	3,166,486.94	3,237,583.91	3,210,000.00	3,220,000.00
348	Internal Service Fund Services					
401-000-348-00-04-25	Transfer In Storm Drain	30,860.00	0.00	0.00	31,000.00	31,000.00
348	Internal Service Fund Services	30,860.00	0.00	0.00	31,000.00	31,000.00
	Charges for Services	3,221,549.53	3,166,486.94	3,237,583.91	3,241,000.00	3,251,000.00
	Fines & Penalties					
359	Non-Court Fines & Penalties					
401-000-359-00-00-00	Fines & Penalties	24,076.29	26,909.71	30,437.98	20,000.00	25,000.00
359	Non-Court Fines & Penalties	24,076.29	26,909.71	30,437.98	20,000.00	25,000.00
	Fines & Penalties	24,076.29	26,909.71	30,437.98	20,000.00	25,000.00
	Miscellaneous Revenues					
361	Interest & Other Earnings					
401-000-361-11-00-00	Investment Interest	26,653.74	7,143.56	11,372.48	30,000.00	30,000.00
361	Interest & Other Earnings	26,653.74	7,143.56	11,372.48	30,000.00	30,000.00
	Other Miscellaneous Revenues					
369	Sewer Sale of Surplus	0.00	144.65	442.71	500.00	500.00
401-000-369-10-00-00	Miscellaneous Other	4,539.37	1,551.55	5,173.71	0.00	5,000.00
401-000-369-91-00-00	Miscellaneous Other					

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
369	Other Miscellaneous Revenues	4,539.37	1,696.20	5,616.42	500.00	5,500.00
	Miscellaneous Revenues	31,193.11	8,839.76	16,988.90	30,500.00	35,500.00
401	Sewer Fund	3,286,670.93	3,218,300.41	3,297,507.79	3,305,000.00	3,325,000.00

# General Ledger 2017 Adopted Revenue Budget

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 Period 01 - 15  
 Fiscal Year 2017

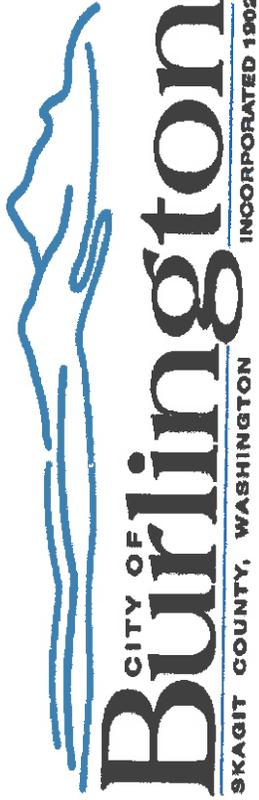


Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
402	Sewer Capital Reserve Fund					
343	Charges for Services					
	Utilities			111,166.87	0.00	0.00
402-000-343-50-00-00	Sewer Connection Fees	0.00	0.00	111,166.87	0.00	0.00
343	Utilities	0.00	0.00	111,166.87	0.00	0.00
	Charges for Services	0.00	0.00	111,166.87	0.00	0.00
361	Miscellaneous Revenues					
	Interest & Other Earnings	0.00	14,516.60	22,033.71	15,000.00	15,000.00
402-000-361-11-00-00	Sewer Cap Invest Interest	0.00	14,516.60	22,033.71	15,000.00	15,000.00
361	Interest & Other Earnings	0.00	14,516.60	22,033.71	15,000.00	15,000.00
	Miscellaneous Revenues	0.00	14,516.60	22,033.71	15,000.00	15,000.00
379	Proprietary Funds Revenues					
	Capital Contributions	0.00	79,812.09	0.00	0.00	570,000.00
402-000-379-10-00-00	Sewer Connection Fees	0.00	79,812.09	0.00	0.00	570,000.00
379	Capital Contributions	0.00	79,812.09	0.00	0.00	570,000.00
	Proprietary Funds Revenues	0.00	79,812.09	0.00	0.00	570,000.00
367	Non-Revenues					
	Private Contribution Donations	0.00	0.00	0.00	0.00	0.00
402-000-367-00-00-00	Capital Project Reimbursements	0.00	0.00	0.00	0.00	0.00
367	Private Contribution Donations	0.00	0.00	0.00	0.00	0.00
	Non-Revenues	0.00	0.00	0.00	0.00	0.00
397	Other Financing Sources					
	Transfers In	0.00	3,700,000.00	800,000.00	1,600,000.00	1,600,000.00
402-000-397-00-04-01	Transfer In Sewer	0.00	3,700,000.00	800,000.00	1,600,000.00	1,600,000.00
397	Transfers In	0.00	3,700,000.00	800,000.00	1,600,000.00	1,600,000.00
	Other Financing Sources	0.00	3,700,000.00	800,000.00	1,600,000.00	1,600,000.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
402	Sewer Capital Reserve Fund	0.00	3,794,328.69	933,200.58	1,615,000.00	2,185,000.00

# General Ledger 2017 Adopted Revenue Budget

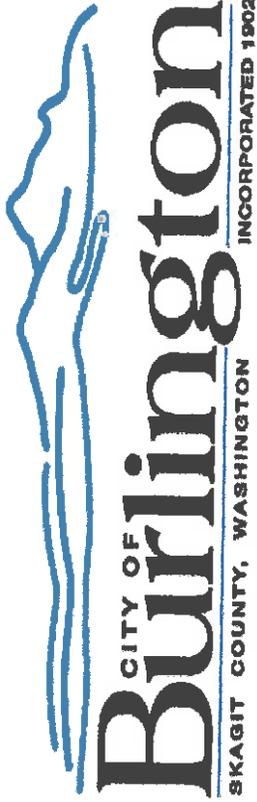
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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
425	Storm Drain Fund					
	Intergovernmental Revenues					
334	State Grants					
425-000-334-03-10-01	DOE Stormwater Capacity Grant	0.00	116,799.65	0.00	0.00	0.00
334	State Grants	0.00	116,799.65	0.00	0.00	0.00
	Intergovernmental Revenues	0.00	116,799.65	0.00	0.00	0.00
	Charges for Services					
342	Public Safety					
425-000-342-40-00-00	Storm Inspection Fee	5,595.50	11,034.00	10,301.50	2,000.00	6,200.00
342	Public Safety	5,595.50	11,034.00	10,301.50	2,000.00	6,200.00
	Utilities					
343	Storm Plan Review Fees	2,095.50	4,954.00	3,501.50	10,000.00	10,000.00
425-000-343-10-00-00	Storm Fees & Charges	1,059,491.38	1,077,004.94	1,123,285.71	1,000,000.00	1,000,000.00
343	Utilities	1,061,586.88	1,081,958.94	1,126,787.21	1,010,000.00	1,010,000.00
	Charges for Services	1,067,182.38	1,092,992.94	1,137,088.71	1,012,000.00	1,016,200.00
	Miscellaneous Revenues					
361	Interest & Other Earnings					
425-000-361-11-00-00	Investment Interest	10,046.87	2,643.83	4,369.31	2,000.00	2,000.00
361	Interest & Other Earnings	10,046.87	2,643.83	4,369.31	2,000.00	2,000.00
	Miscellaneous Revenues	10,046.87	2,643.83	4,369.31	2,000.00	2,000.00
	Proprietary Funds Revenues					
379	Capital Contributions					
425-000-379-10-00-00	Storm Connection Fees	45,448.73	32,413.30	0.00	20,000.00	20,000.00
379	Capital Contributions	45,448.73	32,413.30	0.00	20,000.00	20,000.00
	Proprietary Funds Revenues	45,448.73	32,413.30	0.00	20,000.00	20,000.00
425	Storm Drain Fund	1,122,677.98	1,244,849.72	1,141,458.02	1,034,000.00	1,038,200.00

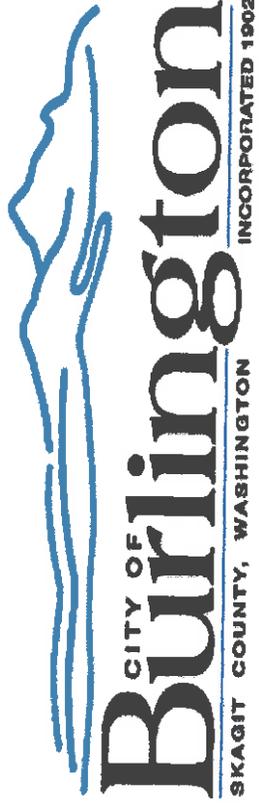
General Ledger  
2017 Adopted Revenue Budget

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Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
426	Storm Capital Reserve Fund					
334	Intergovernmental Revenues					
	State Grants					
426-000-334-03-10-03	WA DOE LID Grant	0.00	0.00	0.00	200,000.00	176,250.00
426-000-334-03-10-04	WA DOE Storm Imp Grant	0.00	0.00	1,132,430.40	1,665,163.00	0.00
334	State Grants	0.00	0.00	1,132,430.40	1,865,163.00	176,250.00
	Intergovernmental Revenues	0.00	0.00	1,132,430.40	1,865,163.00	176,250.00
361	Miscellaneous Revenues					
	Interest & Other Earnings					
426-000-361-11-00-00	Storm Cap Investment Interest	0.00	10,156.72	12,397.43	7,800.00	7,800.00
361	Interest & Other Earnings	0.00	10,156.72	12,397.43	7,800.00	7,800.00
	Miscellaneous Revenues	0.00	10,156.72	12,397.43	7,800.00	7,800.00
389	Non-Revenues					
	Other Nonrevenues					
426-000-389-00-00-00	LID Project Reimbursement	0.00	0.00	0.00	0.00	0.00
389	Other Nonrevenues	0.00	0.00	0.00	0.00	0.00
	Non-Revenues	0.00	0.00	0.00	0.00	0.00
397	Other Financing Sources					
	Transfers In					
426-000-397-00-04-25	Storm Cap Transfer In - Storm	0.00	2,100,000.00	62,500.00	125,000.00	125,000.00
397	Transfers In	0.00	2,100,000.00	62,500.00	125,000.00	125,000.00
	Other Financing Sources	0.00	2,100,000.00	62,500.00	125,000.00	125,000.00
426	Storm Capital Reserve Fund	0.00	2,110,156.72	1,207,327.83	1,997,963.00	309,050.00

General Ledger  
2017 Adopted Revenue Budget

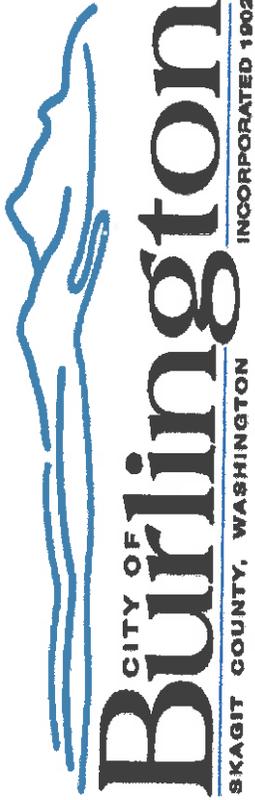


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Period 01 - 15  
Fiscal Year 2017

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
501	Equipment Rental & Repair Fund					
361	Miscellaneous Revenues					
501-000-361-11-00-00	Interest & Other Earnings	1,165.53	4,876.44	7,290.16	3,900.00	3,900.00
361	ER&R Investment Earnings	1,165.53	4,876.44	7,290.16	3,900.00	3,900.00
361	Interest & Other Earnings					
	Miscellaneous Revenues	1,165.53	4,876.44	7,290.16	3,900.00	3,900.00
397	Other Financing Sources					
501-000-397-00-01-00	Transfers In	0.00	0.00	0.00	0.00	461,625.00
501-000-397-00-02-00	ER&R Transfer In - Cur Expense	0.00	0.00	37,687.50	0.00	142,380.00
501-000-397-00-03-00	ER&R Transfer In - Streets	0.00	0.00	72,000.00	0.00	96,000.00
501-000-397-00-04-00	ER&R Transfer In - Sewer	0.00	0.00	12,562.50	0.00	16,750.00
397	ER&R Transfer In - Storm Transfers In	0.00	0.00	122,250.00	0.00	716,755.00
	Other Financing Sources	0.00	0.00	122,250.00	0.00	716,755.00
501	Equipment Rental & Repair Fund	1,165.53	4,876.44	129,540.16	3,900.00	720,655.00

General Ledger  
2017 Adopted Revenue Budget

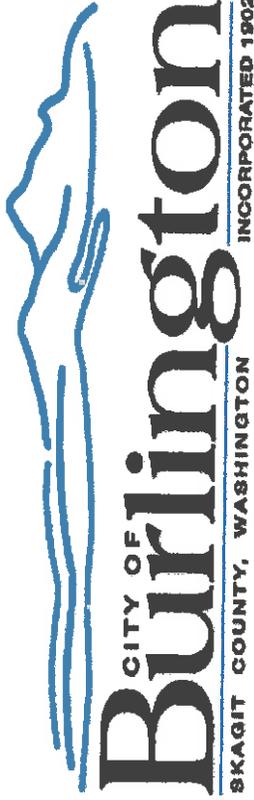
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Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
625	CourtTrust Account					
389	Non-Revenues					
625-000-389-00-00-02	Other Nonrevenues					
625-000-389-30-00-00	DNU Non Revenues Court	263,398.19	243,704.53	0.00	0.00	0.00
389	Agency Type Collections	0.00	0.00	281,737.44	0.00	0.00
	Other Nonrevenues	263,398.19	243,704.53	281,737.44	0.00	0.00
	Non-Revenues	263,398.19	243,704.53	281,737.44	0.00	0.00
625	CourtTrust Account	263,398.19	243,704.53	281,737.44	0.00	0.00

# General Ledger 2017 Adopted Revenue Budget

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 Period 01 - 15  
 Fiscal Year 2017

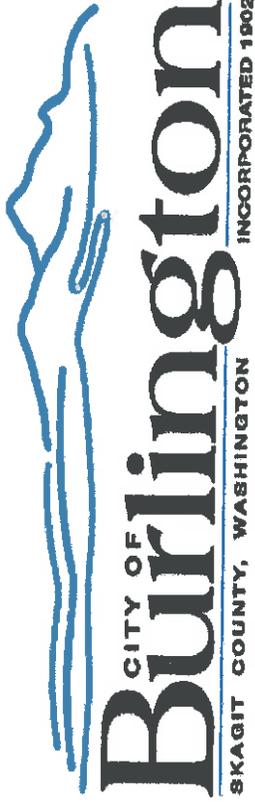


Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>630</b>	<b>Agency Fund</b>					
<b>386</b>	<b>Non-Revenues</b>					
	Agency Type Deposits					
630-000-386-00-00-06	DNU St Building Code Fees	292.50	261.00	0.00	0.00	0.00
630-000-386-00-00-10	DNU St Gun Permits	2,314.50	2,805.50	0.00	0.00	0.00
630-000-386-00-00-15	DNU Park Facility Damage	16,675.00	17,975.00	0.00	0.00	0.00
630-000-386-00-11-01	DNU Leasehold Excise Tax	4,250.52	1,165.35	0.00	0.00	0.00
630-000-386-00-11-02	DNU Sales Tax	434.53	419.35	0.00	0.00	0.00
630-000-386-00-11-03	DNU Use Excise Tax	3,157.61	5,128.35	0.00	0.00	0.00
630-000-386-00-11-04	DNU Pks & Rec Sales Tax	411.95	130.78	0.00	0.00	0.00
630-000-386-12-00-00	DNU County Crime Victims	0.00	0.00	0.00	0.00	0.00
630-000-386-83-08-00	DNU Trauma Care	3,000.06	2,469.97	0.00	0.00	0.00
630-000-386-83-31-00	DNU Auto Theft Prevention	5,978.40	5,142.84	0.00	0.00	0.00
630-000-386-83-32-00	DNU Trauma Brain Injury	1,161.94	984.15	0.00	0.00	0.00
630-000-386-88-00-00	DNU State General Fund 54	1,574.66	1,473.53	0.00	0.00	0.00
630-000-386-89-09-00	DNU WSP Highway Acct	1,734.23	1,788.15	0.00	0.00	0.00
630-000-386-89-14-00	DNU Highway Safety Acct	484.09	472.94	0.00	0.00	0.00
630-000-386-89-15-00	DNU Death Investigatn Acct	304.88	297.85	0.00	0.00	0.00
630-000-386-90-17-00	DNU DV Prevention	0.00	0.00	0.00	0.00	0.00
630-000-386-91-00-00	DNU General Fund 40	52,153.69	47,674.43	0.00	0.00	0.00
630-000-386-92-00-00	DNU General Fund 50	26,885.39	25,116.19	0.00	0.00	0.00
630-000-386-96-03-00	DNU Fee Blood Breath	252.91	46.43	0.00	0.00	0.00
630-000-386-97-00-00	DNU JIS Account	0.00	0.00	0.00	0.00	0.00
<b>386</b>	<b>Agency Type Deposits</b>	<b>121,066.86</b>	<b>113,351.81</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>389</b>	<b>Other Nonrevenues</b>					
	Other Damage Deposits	0.00	0.00	0.00	0.00	0.00
630-000-389-00-00-02	Refundable Deposits	0.00	0.00	22,425.00	0.00	0.00
630-000-389-10-00-00	Retainage Deposits	0.00	0.00	54,984.25	0.00	0.00
630-000-389-20-00-00	Agency Crime Victims	0.00	0.00	1,994.11	0.00	0.00
630-000-389-30-00-01	Agency Trauma Care	0.00	0.00	3,112.52	0.00	0.00
630-000-389-30-00-10	Agency Auto Theft Prevention	0.00	0.00	7,113.40	0.00	0.00
630-000-389-30-00-11	Agency Trauma Brain Injury	0.00	0.00	1,403.88	0.00	0.00
630-000-389-30-00-12	Agency St Gen Fund 54	0.00	0.00	1,544.28	0.00	0.00
630-000-389-30-00-13	Agency WSP Highway Acct	0.00	0.00	1,944.60	0.00	0.00
630-000-389-30-00-14	Agency Prkg Dis Zone Access	0.00	0.00	227.75	0.00	0.00
630-000-389-30-00-15						

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
630-000-389-30-00-16	Agency Prkg Dis Zone Multi	0.00	0.00	238.87	0.00	0.00
630-000-389-30-00-17	Agency Highway Safety	0.00	0.00	421.50	0.00	0.00
630-000-389-30-00-18	Agency Death Investigation	0.00	0.00	267.00	0.00	0.00
630-000-389-30-00-19	Agency DV Prev State	0.00	0.00	0.00	0.00	0.00
630-000-389-30-00-20	Agency St Gen Fund 40	0.00	0.00	52,044.39	0.00	0.00
630-000-389-30-00-21	Agency St Gen Fund 50	0.00	0.00	27,287.16	0.00	0.00
630-000-389-30-00-23	Agency Fee Blood Breath	0.00	0.00	71.51	0.00	0.00
630-000-389-30-00-24	Agency JIS Account	0.00	0.00	15,854.20	0.00	0.00
630-000-389-30-00-25	Agency School Zone Safety SPD	0.00	0.00	243.21	0.00	0.00
630-000-389-30-00-50	Agency Building Code Fees	0.00	0.00	315.00	0.00	0.00
630-000-389-30-00-51	Agency Gun Permit Fees	0.00	0.00	3,527.25	0.00	0.00
630-000-389-30-00-52	Agency Leasehold Excise Tax	0.00	0.00	3,200.73	0.00	0.00
630-000-389-30-00-53	Agency Sales Tax	0.00	0.00	316.00	0.00	0.00
630-000-389-30-00-54	Agency Use Excise Tax	0.00	0.00	5,687.64	0.00	0.00
630-000-389-30-00-55	Agency Pks & Rec Sales Tax	0.00	0.00	68.38	0.00	0.00
389	Other Nonrevenues	0.00	0.00	204,292.63	0.00	0.00
	<b>Non-Revenues</b>	<b>121,066.86</b>	<b>113,351.81</b>	<b>204,292.63</b>	<b>0.00</b>	<b>0.00</b>
630	<b>Agency Fund</b>	<b>121,066.86</b>	<b>113,351.81</b>	<b>204,292.63</b>	<b>0.00</b>	<b>0.00</b>

General Ledger  
2017 Adopted Revenue Budget

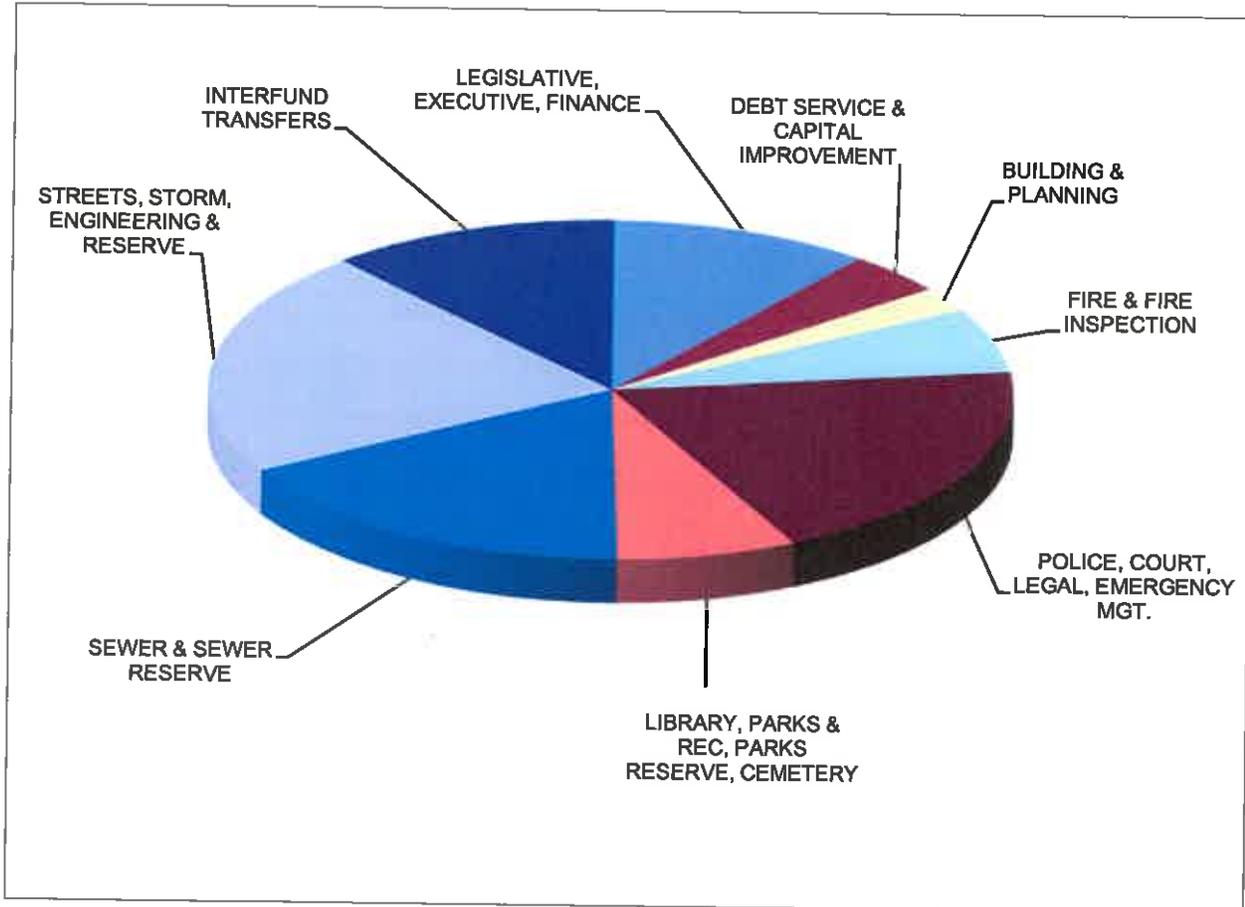
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Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
701	Cemetery Endowment Fund					
343	Charges for Services					
701-000-343-60-00-00	Utilities	3,354.00	1,688.98	2,254.50	0.00	2,500.00
343	Lots Sold 15 Percent	3,354.00	1,688.98	2,254.50	0.00	2,500.00
	Utilities					
	Charges for Services	3,354.00	1,688.98	2,254.50	0.00	2,500.00
	Miscellaneous Revenues					
361	Interest & Other Earnings					
701-000-361-11-00-00	Investment Interest	0.00	8,097.98	2,264.28	0.00	2,400.00
361	Interest & Other Earnings	0.00	8,097.98	2,264.28	0.00	2,400.00
	Miscellaneous Revenues	0.00	8,097.98	2,264.28	0.00	2,400.00
701	Cemetery Endowment Fund	3,354.00	9,786.96	4,518.78	0.00	4,900.00

## 2017 BUDGETED EXPENDITURES

LEGISLATIVE, EXECUTIVE, FINANCE	\$ 3,216,820	10.46%
DEBT SERVICE & CAPITAL IMPROVEMENT	\$ 1,214,250	3.95%
BUILDING & PLANNING	\$ 707,415	2.30%
FIRE & FIRE INSPECTION	\$ 1,891,340	6.15%
POLICE, COURT, LEGAL, EMERGENCY MGT.	\$ 6,033,055	19.62%
LIBRARY, PARKS & REC, PARKS RESERVE, CEMETERY	\$ 2,216,985	7.21%
SEWER & SEWER RESERVE	\$ 5,212,190	16.95%
STREETS, STORM, ENGINEERING & RESERVE	\$ 6,645,930	21.61%
INTERFUND TRANSFERS	\$ 3,610,830	11.74%
	<b>\$ 30,748,815</b>	<b>100.00%</b>





## Department Overview 2017 Budget

**DEPARTMENT**

001-010

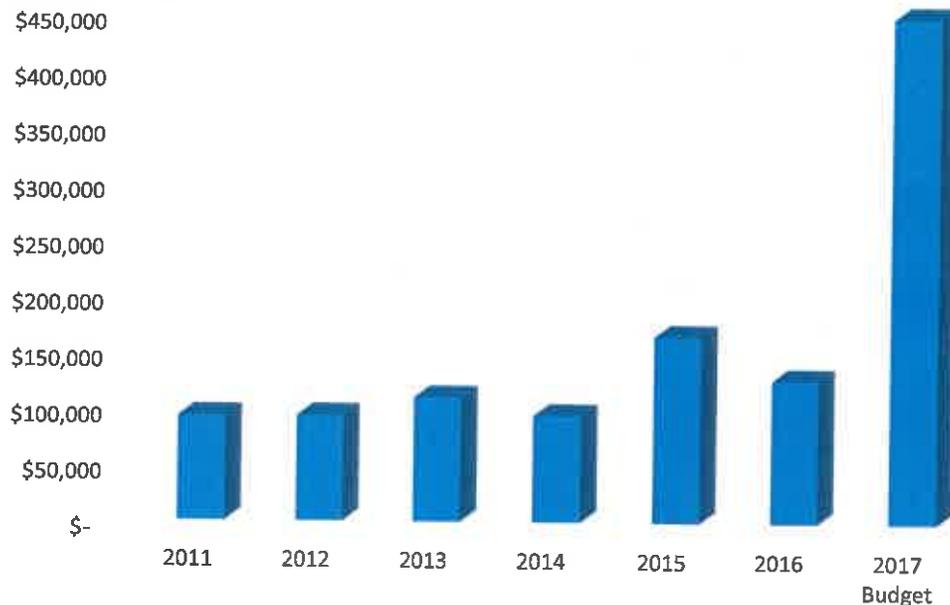
### Current Expense Legislative

The Current Expense Legislative budget provides for all expenditures associated with operating the Legislative Branch of city government (City Council). City Council establishes policy direction for and on annual budgets, City organization by adopting ordinances, resolutions, city, priorities and procedures. The Legislative budget supports the functions of the City Council including public notices and adoption of city ordinances, resolutions and policies, Council trainings, stipend and allocations to specific organizations such as EDASC, Association of Washington Cities, Skagit Council of Governments, and Northwest Clean Air Agency.

POSITION SUMMARY		
POSITION TITLE	2016	2017
Councilor	7	7

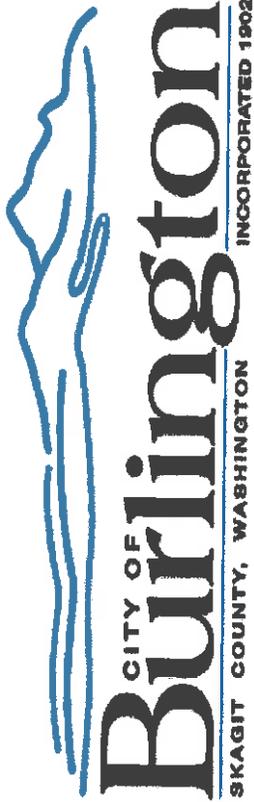
### OPERATIONS & MAINTENANCE HISTORY

2011	2012	2013	2014	2015	2016	2017 Budget
\$ 94,152	\$ 94,682	\$ 110,962	\$ 95,539	\$ 166,120	\$ 127,653	\$ 449,930



# General Ledger 2017 Adopted Expenditure Budget

User: renees  
Printed: 08/22/17 13:40:34  
Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001	Current Expense Fund					
010	Legislative Services					
511	Legislative					
	Salaries & Wages					
001-010-511-60-10-00	Legis Salaries & Wages	62,400.00	62,400.00	64,800.00	64,800.00	64,800.00
	Salaries & Wages	62,400.00	62,400.00	64,800.00	64,800.00	64,800.00
	Personnel Benefits					
001-010-511-60-22-00	Legis L & I	63.33	60.30	63.10	105.00	100.00
001-010-511-60-23-00	Legis FICA	4,773.60	4,773.60	4,957.20	4,960.00	4,960.00
	Personnel Benefits	4,836.93	4,833.90	5,020.30	5,065.00	5,060.00
	Supplies					
001-010-511-60-31-00	Legis Office Supplies	880.87	860.34	824.65	1,000.00	1,000.00
001-010-511-60-35-00	Legis Small Tools & Equip	0.00	40,212.60	0.00	250.00	250.00
	Supplies	880.87	41,072.94	824.65	1,250.00	1,250.00
	Services					
001-010-511-60-41-00	Legis Professional Services	0.00	6,987.40	6,229.75	500.00	500.00
001-010-511-60-41-90	Legis Public Notices	0.00	0.00	2,506.78	0.00	2,000.00
001-010-511-60-42-20	Legis Postage	0.00	0.00	0.00	0.00	0.00
001-010-511-60-43-00	Legis Travel	0.00	493.76	39.00	750.00	750.00
001-010-511-60-45-00	Legis Rentals	70.80	53.09	223.56	300.00	250.00
001-010-511-60-48-00	Legis Repair & Maintenance	87.25	57.19	0.00	300.00	300.00
001-010-511-60-49-00	Legis Miscellaneous	2,262.66	1,481.18	1,029.87	2,000.00	500.00
001-010-511-60-49-02	Legis EDASC	5,000.00	7,500.00	7,500.00	7,500.00	0.00
001-010-511-60-49-10	Legis Dues & Subscriptions	0.00	0.00	0.00	0.00	30,500.00
001-010-511-60-49-20	Legis Training & Education	0.00	0.00	0.00	0.00	1,000.00
001-010-511-60-49-90	Legis Code Publishing	0.00	0.00	0.00	0.00	700.00
001-010-511-60-51-00	Legis GMA Admin Support	0.00	0.00	0.00	0.00	1,850.00
	Services	7,420.71	16,572.62	17,528.96	11,350.00	38,350.00
511	Legislative	75,538.51	124,879.46	88,173.91	82,465.00	109,460.00
514	Financial, Recording & Elect					

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-010-514-40-51-00	Services					
001-010-514-60-40-01	Legis Election Services	0.00	0.00	15,551.94	0.00	18,500.00
	Legis WA Dpt of Arch Grant Exp	0.00	0.00	0.00	0.00	10,000.00
	Services	0.00	0.00	15,551.94	0.00	28,500.00
514	Financial, Recording & Elect	0.00	0.00	15,551.94	0.00	28,500.00
594	Capital Expenditures					
	Capital Outlay					
001-010-594-11-64-00	Legis Emergency Expenses	20,000.00	41,240.85	0.00	40,000.00	40,000.00
001-010-594-18-60-00	Legis Regulatory Actions	0.00	0.00	23,927.24	0.00	271,970.00
	Capital Outlay	20,000.00	41,240.85	23,927.24	40,000.00	311,970.00
594	Capital Expenditures	20,000.00	41,240.85	23,927.24	40,000.00	311,970.00
010	Legislative Services	95,538.51	166,120.31	127,653.09	122,465.00	449,930.00



**Department Overview  
2017 Budget**

**DEPARTMENT**

**001-020**

**Court**

Burlington Municipal Court was created as a sub-division of Skagit County District Court (RCW 3.46.040). As a municipal department, the Court has the court exclusive jurisdiction of civil, criminal, and traffic infraction matters arising from violation of city ordinances and State statutes adopted by Ordinance. The court provides the following services:

Maintain court records	Collects fees/fines/bail
Trust Account	Monitors defendants on probation
Collect court ordered victim restitution	Monitors/declares potentially dangerous dogs
Prepare warrants of arrest	Schedule court appearances
Accepts applications for passports	Assists public in locating various services
Provides interpreter for foreign languages	Process referrals to appropriate agencies
Assist/protect victim rights	
Telephone/counter public service	
Schedule jury trials, summons jurors and litigants	
Collects/shares data in the statewide-automated judicial information system	

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>Hired/trained new employee</li> </ul>	<ul style="list-style-type: none"> <li>Continue to prepare files and court for paperless system</li> </ul>
<ul style="list-style-type: none"> <li>Re-organized attorney forms to a central location in courtroom</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>

POSITION SUMMARY		
POSITION TITLE	2016	2017
Court Administrator	1	1
Court Clerk	2	2



Department Overview  
2017 Budget

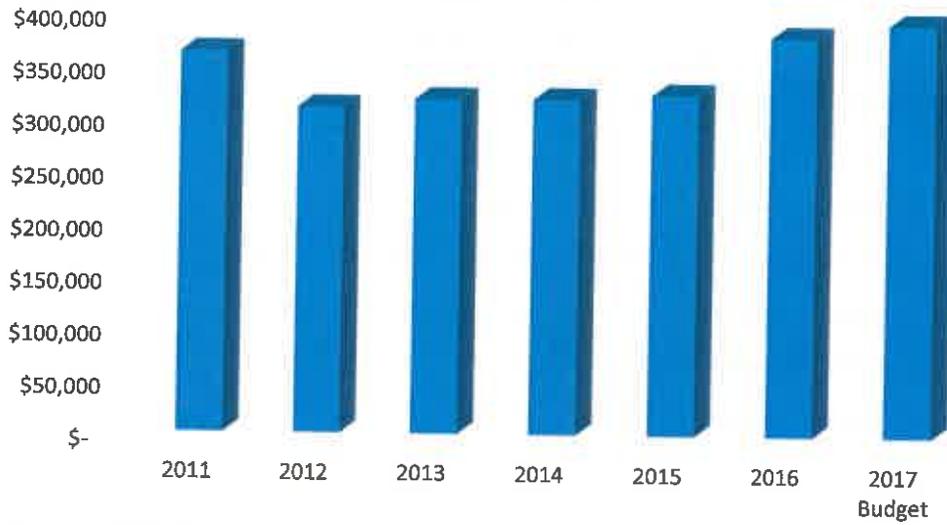
DEPARTMENT

001-020

Court

**OPERATIONS & MAINTENANCE HISTORY**

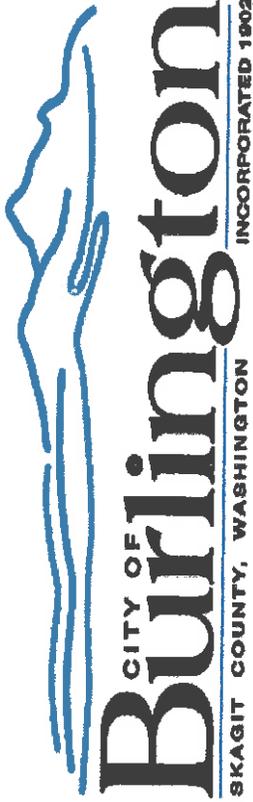
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 362,949	\$ 310,975	\$ 319,081	\$ 319,966	\$ 324,995	\$ 380,750	\$ 393,465



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>020</b>	<b>Municipal Court</b>					
<b>512</b>	<b>Judicial</b>					
	Salaries & Wages	159,370.33	151,572.89	166,857.60	168,430.00	172,295.00
001-020-512-50-10-00	Court Salaries & Wages	30.84	0.00	0.00	150.00	150.00
001-020-512-50-11-00	Court Overtime	159,401.17	151,572.89	166,857.60	168,580.00	172,445.00
	Salaries & Wages					
	<b>Personnel Benefits</b>					
001-020-512-50-21-00	Court Retirement	14,668.31	15,474.35	18,654.63	18,850.00	19,280.00
001-020-512-50-22-00	Court L & I	585.10	552.71	598.56	610.00	755.00
001-020-512-50-23-00	Court FICA	11,820.42	11,429.07	12,666.86	12,900.00	13,195.00
001-020-512-50-24-00	Court Medical Insurance	54,027.92	40,910.22	41,434.90	44,570.00	42,375.00
001-020-512-50-25-00	Court Life Insurance	40.80	35.70	37.40	45.00	45.00
	<b>Personnel Benefits</b>	<b>81,142.55</b>	<b>68,402.05</b>	<b>73,392.35</b>	<b>76,975.00</b>	<b>75,650.00</b>
	<b>Supplies</b>					
001-020-512-50-31-00	Court Office Supplies	3,315.97	4,122.46	3,993.79	3,725.00	3,925.00
001-020-512-50-31-10	Court Operating Supplies	0.00	0.00	0.00	0.00	1,000.00
001-020-512-50-35-00	Court Small Tools & Equip	1,875.92	303.17	1,093.42	1,100.00	2,000.00
001-020-512-50-35-10	Court Furnishings	0.00	0.00	0.00	0.00	450.00
	<b>Supplies</b>	<b>5,191.89</b>	<b>4,425.63</b>	<b>5,087.21</b>	<b>4,825.00</b>	<b>7,375.00</b>
	<b>Services</b>					
001-020-512-50-41-00	Court Professional Services	10,015.17	15,137.57	14,855.93	15,000.00	5,000.00
001-020-512-50-41-50	Court Interpreter	0.00	0.00	852.00	0.00	12,000.00
001-020-512-50-41-70	Court Confidential Shredding	0.00	0.00	134.34	0.00	150.00
001-020-512-50-42-20	Court Postage	0.00	0.00	6,399.24	0.00	6,500.00
001-020-512-50-42-30	Court Telephone	0.00	0.00	134.39	0.00	685.00
001-020-512-50-43-00	Court Travel	1,165.03	694.97	1,152.25	750.00	950.00
001-020-512-50-45-00	Court Rentals	2,490.68	2,578.25	2,725.47	3,000.00	3,000.00
001-020-512-50-48-00	Court Repair & Maintenance	102.28	287.77	36.79	500.00	1,000.00
001-020-512-50-49-00	Court Misc	1,625.05	1,703.50	0.00	2,430.00	0.00
001-020-512-50-49-10	Court Dues & Subscriptions	0.00	0.00	2,506.83	0.00	250.00
001-020-512-50-49-20	Court Training & Education	0.00	0.00	391.26	0.00	2,000.00
001-020-512-50-49-50	Court Recording Service	0.00	0.00	0.00	0.00	1,200.00
001-020-512-50-49-55	Court Jury Supplies	0.00	0.00	42.24	0.00	500.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
001-020-512-50-49-95	Court Bank Service Charges Services	0.00 15,398.21	0.00 20,402.06	0.00 29,230.74	0.00 21,680.00	1,750.00 34,985.00
001-020-512-50-51-00	Intergovernmental Services Skagit County District Court Intergovernmental Services	58,832.00 58,832.00	80,192.00 80,192.00	106,182.00 106,182.00	95,000.00 95,000.00	103,010.00 103,010.00
512	Judicial	319,965.82	324,994.63	380,749.90	367,060.00	393,465.00
020	Municipal Court	319,965.82	324,994.63	380,749.90	367,060.00	393,465.00



# Department Overview 2017 Budget

DEPARTMENT

001-025

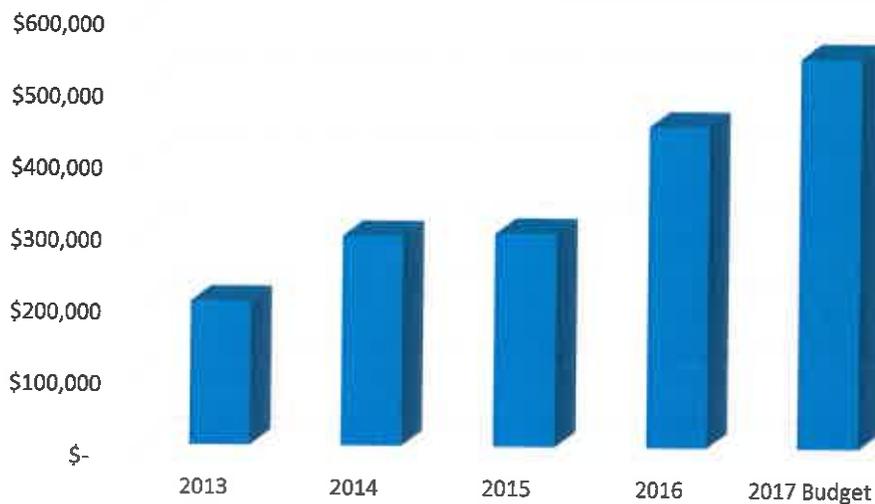
Indigent Defense

## INDIGENT DEFENSE

This department accounts for all costs associated with providing legal defense counsel and services for indigent persons in criminal, civil, and juvenile matters for which the provision of counsel at public expense is provided by law. Costs to be included are attorney salaries and benefits (or contract costs), costs for eligibility screening, conflict counsel fees, expert witnesses, investigators, psychological and other examinations, evidence testing, etc.

## OPERATIONS & MAINTENANCE HISTORY

2013	2014	2015	2016	2017 Budget
\$ 200,767	\$ 292,224	\$ 297,168	\$ 446,795	\$ 542,505



# General Ledger 2017 Adopted Expenditure Budget

User: renees  
 Printed: 08/22/17 13:40:35  
 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>025</b>	<b>Indigent Defense</b>					
<b>512</b>	<b>Judicial</b>					
	<b>Salaries &amp; Wages</b>					
001-025-512-50-10-00	DNU Ind Def Salaries & Wages	0.00	0.00	0.00	0.00	0.00
	<b>Salaries &amp; Wages</b>	0.00	0.00	0.00	0.00	0.00
	<b>Personnel Benefits</b>					
001-025-512-50-21-00	DNU Ind Def Retirement	0.00	0.00	0.00	0.00	0.00
001-025-512-50-22-00	DNU Ind Def L & I	0.00	0.00	0.00	0.00	0.00
001-025-512-50-23-00	DNU Ind Def FICA	0.00	0.00	0.00	0.00	0.00
001-025-512-50-24-00	DNU Ind Def Medical Insurance	0.00	0.00	0.00	0.00	0.00
	<b>Personnel Benefits</b>	0.00	0.00	0.00	0.00	0.00
	<b>Supplies</b>					
001-025-512-50-31-00	DNU Ind Def Supplies	143.29	35.63	0.00	400.00	0.00
	<b>Supplies</b>	143.29	35.63	0.00	400.00	0.00
	<b>Services</b>					
001-025-512-50-41-00	DNU Indigent Screening	6,450.00	6,160.00	0.00	25,000.00	0.00
001-025-512-50-41-01	DNU Ind Def Public Defender	285,630.25	290,972.25	0.00	300,000.00	0.00
	<b>Services</b>	292,080.25	297,132.25	0.00	325,000.00	0.00
<b>512</b>	<b>Judicial</b>	292,223.54	297,167.88	0.00	325,400.00	0.00
<b>515</b>	<b>Legal</b>					
	<b>Salaries &amp; Wages</b>					
001-025-515-91-10-00	Ind Def Salaries & Wages	0.00	0.00	15,266.00	0.00	17,680.00
	<b>Salaries &amp; Wages</b>	0.00	0.00	15,266.00	0.00	17,680.00
	<b>Personnel Benefits</b>					
001-025-515-91-21-00	Ind Def Retirement	0.00	0.00	1,706.73	0.00	1,980.00
001-025-515-91-22-00	Ind Def L & I	0.00	0.00	458.61	0.00	275.00
001-025-515-91-23-00	Ind Def FICA	0.00	0.00	1,168.02	0.00	1,355.00
001-025-515-91-24-00	Ind Def Medical Insurance	0.00	0.00	1,802.90	0.00	4,815.00
	<b>Personnel Benefits</b>	0.00	0.00	5,136.26	0.00	8,425.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
	<b>Supplies</b>					
001-025-515-91-31-00	Ind Def Office Supplies	0.00	0.00	737.94	0.00	400.00
001-025-515-91-35-00	Ind Def Small Tools & Equip	0.00	0.00	0.00	0.00	400.00
	<b>Supplies</b>	<b>0.00</b>	<b>0.00</b>	<b>737.94</b>	<b>0.00</b>	<b>800.00</b>
	<b>Services</b>					
001-025-515-91-41-00	Ind Def Professional Services	0.00	0.00	84,920.36	0.00	90,000.00
001-025-515-91-41-10	Ind Def Advertising	0.00	0.00	469.58	0.00	400.00
001-025-515-91-41-60	Ind Def Indigent Screening	0.00	0.00	13,181.01	0.00	25,000.00
001-025-515-91-41-65	Ind Def Public Defenders	0.00	0.00	327,040.92	0.00	400,000.00
001-025-515-91-42-20	Ind Def Postage	0.00	0.00	0.00	0.00	100.00
001-025-515-91-43-00	Ind Def Travel	0.00	0.00	42.66	0.00	100.00
	<b>Services</b>	<b>0.00</b>	<b>0.00</b>	<b>425,654.53</b>	<b>0.00</b>	<b>515,600.00</b>
<b>515</b>	<b>Legal</b>	<b>0.00</b>	<b>0.00</b>	<b>446,794.73</b>	<b>0.00</b>	<b>542,505.00</b>
<b>025</b>	<b>Indigent Defense</b>	<b>292,223.54</b>	<b>297,167.88</b>	<b>446,794.73</b>	<b>325,400.00</b>	<b>542,505.00</b>



**Department Overview  
2017 Budget**

**DEPARTMENT**

**001-030**

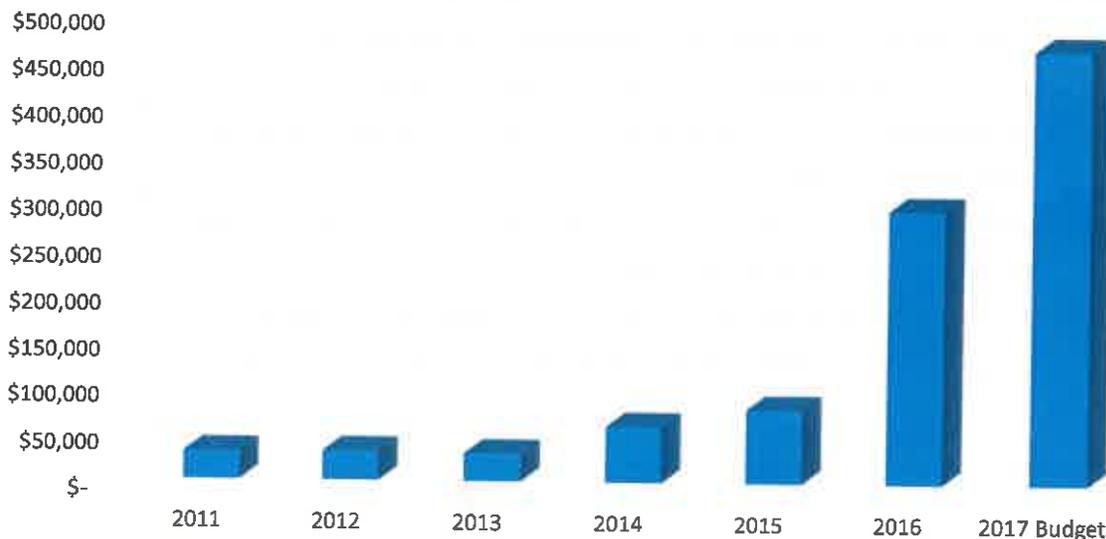
Current Expense Executive

As of 2016, this department represents the functions of the offices of the Mayor of Burlington and the City Administrator. It accounts for the cost of providing management and administration of the affairs of the government entity including coordination, guidance and support for the development of effective programs and the planning, evaluation, analysis, control and general management of city departments. The Executive Department is responsible for the management of staff and other special projects of the City and the management the City budget upon its approval by City Council.

POSITION SUMMARY		
POSITION TITLE	2016	2017
Mayor	1	1
City Administrator	1	1
Staff Assistant	0	0.5

**OPERATIONS & MAINTENANCE HISTORY**

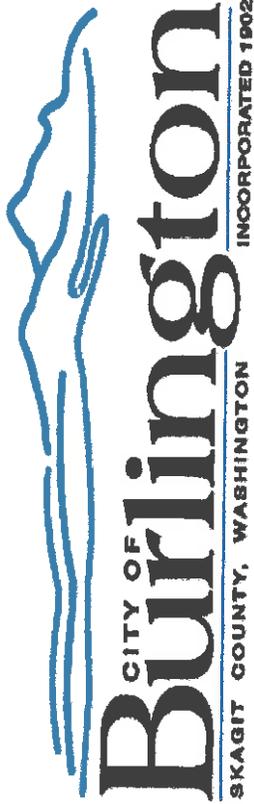
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 31,137	\$ 32,055	\$ 30,588	\$ 60,994	\$ 80,684	\$ 294,194	\$ 466,820



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>030</b>	<b>Executive</b>					
513	Executive Salaries & Wages					
001-030-513-10-10-00	Exec Salaries & Wages	50,898.24	51,916.32	196,548.58	52,955.00	276,130.00
001-030-513-10-10-10	Exec Part Time Salaries & Wage Salaries & Wages	0.00	0.00	0.00	0.00	27,025.00
		<b>50,898.24</b>	<b>51,916.32</b>	<b>196,548.58</b>	<b>52,955.00</b>	<b>303,155.00</b>
	<b>Personnel Benefits</b>					
001-030-513-10-21-00	Exec Retirement	0.00	0.00	22,145.32	5,925.00	46,600.00
001-030-513-10-22-00	Exec L & I	65.24	61.09	311.64	200.00	675.00
001-030-513-10-23-00	Exec FICA	3,893.76	3,891.44	13,331.42	4,055.00	30,285.00
001-030-513-10-24-00	Exec Medical Insurance	0.00	18,705.30	51,859.89	25,380.00	62,700.00
	<b>Personnel Benefits</b>	<b>3,959.00</b>	<b>22,657.83</b>	<b>87,648.27</b>	<b>35,560.00</b>	<b>140,260.00</b>
	<b>Supplies</b>					
001-030-513-10-31-00	Exec Office Supplies	0.00	611.03	827.73	500.00	500.00
001-030-513-10-32-00	Exec Fuel Consumed	53.59	100.88	41.85	250.00	300.00
001-030-513-10-35-00	Exec Small Tools & Equip	491.66	48.81	1,626.68	300.00	300.00
	<b>Supplies</b>	<b>545.25</b>	<b>760.72</b>	<b>2,496.26</b>	<b>1,050.00</b>	<b>1,100.00</b>
	<b>Services</b>					
001-030-513-10-41-00	Exec Professional Services	0.00	0.00	550.00	500.00	2,100.00
001-030-513-10-41-01	Exec Advertising	0.00	2,915.00	300.68	3,500.00	500.00
001-030-513-10-41-40	Exec EDASC Advertising	0.00	0.00	0.00	0.00	3,000.00
001-030-513-10-42-10	Exec Cell Phone	0.00	0.00	700.74	0.00	750.00
001-030-513-10-42-20	Exec Postage	0.00	0.00	738.53	0.00	1,000.00
001-030-513-10-42-30	Exec Telephone	0.00	0.00	127.23	0.00	635.00
001-030-513-10-43-00	Exec Travel	3,539.90	1,612.83	578.81	1,500.00	3,500.00
001-030-513-10-45-00	Exec Rentals	0.00	0.00	124.19	300.00	2,000.00
001-030-513-10-48-00	Exec Repair & Maintenance	677.66	152.51	229.82	700.00	2,200.00
001-030-513-10-49-00	Exec Miscellaneous	1,373.51	668.39	1,464.07	1,500.00	2,500.00
001-030-513-10-49-10	Exec Dues & Subscriptions	0.00	0.00	617.00	0.00	1,120.00
001-030-513-10-49-20	Exec Training & Education	0.00	0.00	2,070.00	0.00	3,000.00
	<b>Services</b>	<b>5,591.07</b>	<b>5,348.73</b>	<b>7,501.07</b>	<b>8,000.00</b>	<b>22,305.00</b>
<b>513</b>	<b>Executive</b>	<b>60,993.56</b>	<b>80,683.60</b>	<b>294,194.18</b>	<b>97,565.00</b>	<b>466,820.00</b>



# Department Overview 2017 Budget

DEPARTMENT

001-035

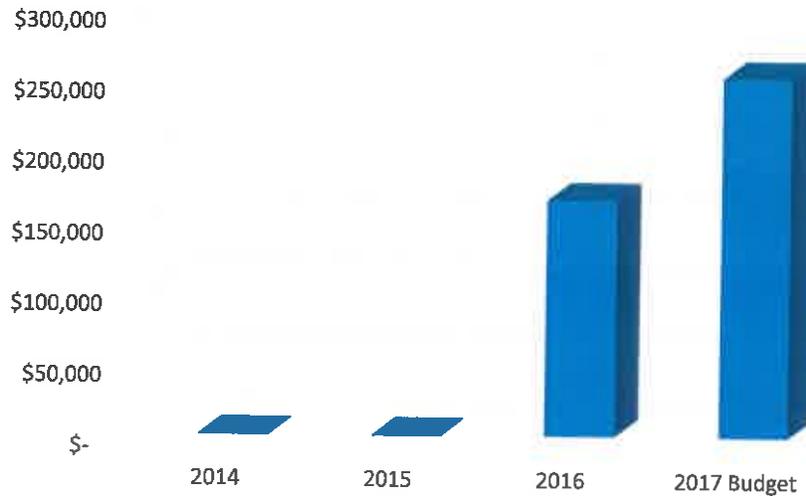
Current Expense Human  
Resources

This department was formed in 2016 to account for all expenditures related to the recruitment and management of personnel and benefits.

POSITION SUMMARY		
POSITION TITLE	2016	2017
Human Resources Manager	1	1
Staff Assistant	0	0.5
Civil Services Secretary	0.1	0.1

## OPERATIONS & MAINTENANCE HISTORY

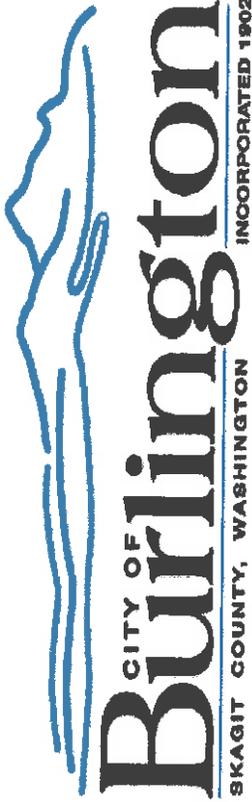
2014	2015	2016	2017 Budget
\$ -	\$ -	\$ 167,055	\$ 253,595



# General Ledger

## 2017 Adopted Expenditure Budget

User: renees  
 Printed: 08/22/17 13:40:35  
 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>035</b>	<b>Personnel Services</b>					
<b>518</b>	<b>Centralized Services</b>					
	<b>Salaries &amp; Wages</b>					
001-035-518-10-10-00	HR Salaries & Wages	0.00	0.00	59,195.00	0.00	75,590.00
001-035-518-10-10-10	HR Part Time Wages	0.00	0.00	8,193.75	0.00	15,000.00
	<b>Salaries &amp; Wages</b>	<b>0.00</b>	<b>0.00</b>	<b>67,388.75</b>	<b>0.00</b>	<b>90,590.00</b>
	<b>Personnel Benefits</b>					
001-035-518-10-21-00	HR Retirement	0.00	0.00	8,450.00	0.00	8,450.00
001-035-518-10-22-00	HR L & I	0.00	0.00	320.00	0.00	325.00
001-035-518-10-23-00	HR FICA	0.00	0.00	4,890.00	0.00	6,930.00
001-035-518-10-24-00	HR Medical Insurance	0.00	0.00	23,130.00	0.00	23,135.00
001-035-518-10-26-00	HR Unemployment Expenses	0.00	0.00	19,516.62	0.00	20,300.00
	<b>Personnel Benefits</b>	<b>0.00</b>	<b>0.00</b>	<b>56,306.62</b>	<b>0.00</b>	<b>59,140.00</b>
	<b>Supplies</b>					
001-035-518-10-31-00	HR Office Supplies	0.00	0.00	0.00	0.00	6,000.00
001-035-518-10-32-00	HR Fuel Consumed	0.00	0.00	0.00	0.00	200.00
001-035-518-10-35-00	HR Small Tools & Equip Supplies	0.00	0.00	0.00	0.00	500.00
	<b>Supplies</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,700.00</b>
	<b>Services</b>					
001-035-518-10-41-60	HR Recruitment Advertising	0.00	0.00	5,530.09	0.00	15,000.00
001-035-518-10-41-62	HR Background Checks	0.00	0.00	4,527.00	0.00	5,000.00
001-035-518-10-41-64	HR Physicals & Psychologicals	0.00	0.00	1,255.00	0.00	8,700.00
001-035-518-10-41-66	HR Testing	0.00	0.00	2,800.00	0.00	4,000.00
001-035-518-10-41-68	HR Labor Negotiations	0.00	0.00	4,668.00	0.00	16,000.00
001-035-518-10-41-69	HR Recruitment Services	0.00	0.00	13,760.76	0.00	22,000.00
001-035-518-10-42-10	HR Cell Phone	0.00	0.00	175.05	0.00	705.00
001-035-518-10-42-20	HR Postage	0.00	0.00	1.86	0.00	1,500.00
001-035-518-10-42-30	HR Telephone	0.00	0.00	121.13	0.00	485.00
001-035-518-10-43-00	HR Travel	0.00	0.00	217.94	0.00	1,100.00
001-035-518-10-43-60	HR Candidate Travel	0.00	0.00	0.00	0.00	5,000.00
001-035-518-10-45-00	HR Rentals	0.00	0.00	0.00	0.00	500.00
001-035-518-10-48-00	HR Maint & Repairs	0.00	0.00	0.00	0.00	500.00
001-035-518-10-49-10	HR Dues & Subscriptions	0.00	0.00	0.00	0.00	1,000.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
001-035-518-10-49-20	HR Training & Education	0.00	0.00	365.00	0.00	1,675.00
001-035-518-10-49-50	HR Wellness Program Expenses	0.00	0.00	8,826.78	0.00	10,000.00
001-035-518-10-49-60	HR Gen Recruitment Expenses Services	0.00	0.00	1,111.48	0.00	4,000.00
<b>518</b>	<b>Centralized Services</b>	<b>0.00</b>	<b>0.00</b>	<b>167,055.46</b>	<b>0.00</b>	<b>253,595.00</b>
<b>035</b>	<b>Personnel Services</b>	<b>0.00</b>	<b>0.00</b>	<b>167,055.46</b>	<b>0.00</b>	<b>253,595.00</b>



# Department Overview 2017 Budget

DEPARTMENT

001-040

Finance

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The Finance Department fulfills all accounting/treasury functions, which include accounts payable, accounts receivable, payroll, cash management, auditing, job costing, budgeting, and financial reporting. The department also issues all business licenses and coordinates cemetery services. This department is responsible for coordinating the overall preparation and administration of the City's operating budget and capital improvements. The Finance staff also assist other department staff in identifying budget issues, formulating solutions, offering alternatives and implementing corrective actions.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
• Re-organized the Finance Department	• RFP for general vehicle service & maintenance
• Implemented ER&R policies and procedures	• RFP for public safety vehicle service & maintenance
• Implemented Capital Asset Management	• SAO performance management evaluation of processes and procedures
• Implemented procurement policy	• Finish records archival in accordance with CORE regulations
• Remitted 2015 Annual Report	• Optimize all merchant transactions; promote online / auto utility bill payments
• Updated BARS codes to current BARS manual	•
• Implemented indirect cost allocation	•

POSITION SUMMARY		
POSITION TITLE	2016	2017
Director of Budget & Accounting	1	1
Accounting & Payroll Supervisor	0	1
Accounting Technician II	2	2
Grants & Fiscal Project Manager	0	1
Accounting Specialist	1	0
Accounting Manager	1	0



# Department Overview 2017 Budget

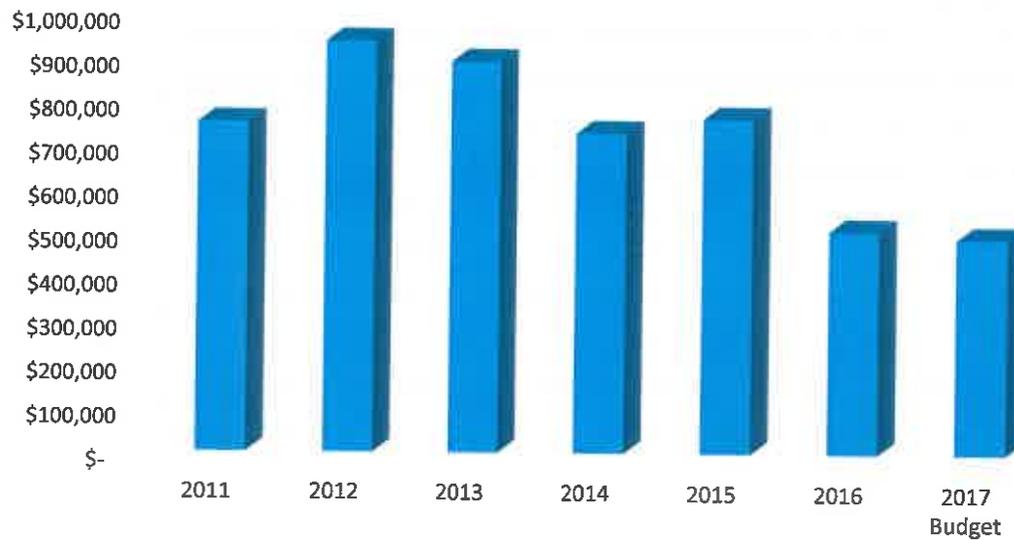
DEPARTMENT

001-040

Finance

## OPERATIONS & MAINTENANCE HISTORY

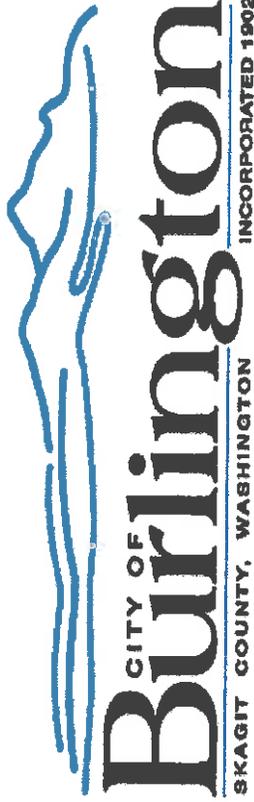
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 752,739	\$ 939,488	\$ 894,301	\$ 731,112	\$ 765,307	\$ 509,475	\$ 492,265



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>040</b>	<b>Financial Services</b>					
<b>514</b>	<b>Financial, Recording &amp; Elect</b>					
	<b>Salaries &amp; Wages</b>					
001-040-514-20-10-00	Finance Salaries & Wages	481,134.19	493,740.30	280,928.23	517,530.00	263,450.00
001-040-514-20-11-00	Finance Overtime	0.00	1,094.36	1,090.06	500.00	5,000.00
	<b>Salaries &amp; Wages</b>	<b>481,134.19</b>	<b>494,834.66</b>	<b>282,018.29</b>	<b>518,030.00</b>	<b>268,450.00</b>
	<b>Personnel Benefits</b>					
001-040-514-20-21-00	Finance Retirement	44,312.52	51,297.90	28,984.06	57,905.00	29,510.00
001-040-514-20-22-00	Finance L & I	1,256.65	1,193.32	643.51	1,235.00	1,200.00
001-040-514-20-23-00	Finance FICA	35,608.38	36,691.47	21,377.15	40,200.00	20,195.00
001-040-514-20-24-00	Finance Medical Insurance	102,984.07	94,856.86	41,652.40	104,510.00	80,785.00
001-040-514-20-25-00	Finance Life Insurance	40.80	34.00	30.60	65.00	50.00
	<b>Personnel Benefits</b>	<b>184,202.42</b>	<b>184,073.55</b>	<b>92,687.72</b>	<b>203,915.00</b>	<b>131,740.00</b>
	<b>Supplies</b>					
001-040-514-20-31-00	Finance Office Supplies	5,705.69	5,514.19	6,689.44	6,000.00	6,000.00
001-040-514-20-31-10	Finance Operating Supplies	0.00	0.00	0.00	0.00	0.00
001-040-514-20-32-00	Finance Fuel Consumed	161.17	90.22	121.34	200.00	100.00
001-040-514-20-35-00	Finance Small Tools & Equip	174.93	1,808.40	1,085.09	500.00	500.00
	<b>Supplies</b>	<b>6,041.79</b>	<b>7,412.81</b>	<b>7,895.87</b>	<b>6,700.00</b>	<b>6,600.00</b>
	<b>Services</b>					
001-040-514-20-41-00	Finance Professional Services	10,479.09	15,200.93	65,945.40	68,500.00	750.00
001-040-514-20-41-70	Finance Confidential Shredding	0.00	0.00	0.00	0.00	500.00
001-040-514-20-41-80	Finance Software Maintenance	0.00	0.00	0.00	0.00	20,000.00
001-040-514-20-41-85	Finance Cemetery Module	0.00	0.00	1,600.00	0.00	820.00
001-040-514-20-42-10	Finance Cell Phone	0.00	0.00	1,212.51	0.00	705.00
001-040-514-20-42-20	Finance Postage	0.00	0.00	5,263.75	0.00	5,000.00
001-040-514-20-42-30	Finance Telephone	0.00	0.00	132.01	0.00	780.00
001-040-514-20-43-00	Finance Travel	4,519.11	6,171.06	3,716.49	5,350.00	5,450.00
001-040-514-20-45-00	Finance Rentals	2,995.90	2,881.36	3,082.96	2,900.00	3,500.00
001-040-514-20-48-00	Finance Repair & Maintenance	4,348.37	3,305.17	3,410.23	2,375.00	4,000.00
001-040-514-20-49-00	Finance Miscellaneous	10,369.28	14,035.79	0.00	13,995.00	0.00
001-040-514-20-49-10	Finance Dues & Subscriptions	0.00	0.00	593.30	0.00	545.00
001-040-514-20-49-20	Finance Training & Education	0.00	0.00	3,418.38	0.00	3,625.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
001-040-514-20-49-95	Finance Bank Service Charges Services	0.00 32,711.75	0.00 41,594.31	3,912.15 92,287.18	0.00 93,120.00	4,800.00 50,475.00
001-040-514-20-51-01	Intergovernmental Services Finance State Auditor Fees Intergovernmental Services	24,582.81 24,582.81	35,438.32 35,438.32	34,585.98 34,585.98	32,700.00 32,700.00	35,000.00 35,000.00
514	Financial, Recording & Elect	728,672.96	763,353.65	509,475.04	854,465.00	492,265.00
517	Employee Benefit Programs Personnel Benefits DNU Wellness Program Personnel Benefits	2,438.87 2,438.87	1,953.02 1,953.02	0.00 0.00	3,000.00 3,000.00	0.00 0.00
517	Employee Benefit Programs	2,438.87	1,953.02	0.00	3,000.00	0.00
040	Financial Services	731,111.83	765,306.67	509,475.04	857,465.00	492,265.00



# Department Overview 2017 Budget

**DEPARTMENT**

**001-050**

## Legal & Risk Management

Provide accurate and timely legal counsel to the Mayor, City Administrator, City Council, City departments, and advisory boards and commissions to improve and minimize risk of city operations. This department represents the City in all civil court proceedings, prosecutes criminal cases in municipal court and provides risk management services. This department also facilitates all risk management activities, manages property and liability insurances, and coordinates risk management trainings for all City departments. As of 2017 all City-wide risk management expenditures are budgeted here.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>• PROVIDING ONGOING REVIEW AND RECONSTRUCTION OF THE BURLINGTON MUNICIPAL CODE, SPECIFICALLY CHAPTERS 2, 14, 14A, 15, 16, 17.</li> </ul>	<ul style="list-style-type: none"> <li>• LITIGATION AND MITIGATION – IDENTIFY MEANS TO PREVENT AND RESOLVE LEGAL ISSUES AND TO PROVIDE CLEAR AND PRACTICAL GUIDANCE ON RESOLVING SUCH ISSUES.</li> </ul>
<ul style="list-style-type: none"> <li>• REVIEW AND PREPARE ORDINANCES, RESOLUTIONS, CONTRACTS NEEDED TO CARRY OUT CITY POLICIES AND COUNCIL’S DECISIONS.</li> </ul>	<ul style="list-style-type: none"> <li>• STRIVE TO MAINTAIN A COMPREHENSIVE PERSONNEL TRAINING COMPONENT FOR LINE STAFF AND MANAGERS TO ADDRESS ONGOING ISSUES IN PERSONNEL DEVELOPMENT.</li> </ul>
<ul style="list-style-type: none"> <li>• CONTINUE TO INITIATE AND DEFEND LAWSUITS ON BEHALF OF THE CITY. FINALIZED A COUPLE LAWSUITS THIS PAST YEAR THAT HAVE EXISTED FOR SEVERAL YEARS.</li> </ul>	<ul style="list-style-type: none"> <li>• DEVELOP ADVANCED AND EASY-TO-USE CITY POLICES, WITH INCREASING ONLINE FORMS AND DOCUMENTATION.</li> </ul>
<ul style="list-style-type: none"> <li>• IN 2016 THE RISK MANAGER WAS ABLE TO DO A PHYSICAL INVENTORY OF THE CITY’S DEPARTMENTS IN ORDER TO COME UP WITH A LIST OF THE CITY’S ASSETS. THIS WILL HELP TO ENSURE THAT DEPARTMENT HEADS KNOW WHAT ASSETS THEY HAVE AND ARE RESPONSIBLE FOR.</li> </ul>	<ul style="list-style-type: none"> <li>• FAIRLY AND CONCISELY NEGOTIATE FRANCHISE AND TECHNOLOGY AGREEMENTS WITH OTHER JURISDICTIONS AND PRIVATE AGENCIES.</li> </ul>
<ul style="list-style-type: none"> <li>• LEGAL DEPARTMENT PROVIDES WEEKLY UPDATES TO THE MAYOR/CITY ADMINISTRATOR ON A VARIETY OF ISSUES THAT ARE CURRENTLY GOING ON WITHIN THE LEGAL DEPARTMENT WHICH COULD INCLUDE LITIGATION, PERSONNEL ISSUES, TRAININGS, OR POSSIBLE ISSUES WITH OTHER ENTITY’S THAT WOULD AFFECT THE CITY</li> </ul>	<ul style="list-style-type: none"> <li>• CONTINUE TO REVIEW AND UPDATE THE CITY’S MUNICIPAL CODE AND PERSONNEL POLICY MANUAL WITH THE PURPOSE OF ELIMINATING SEEMING CONTRADICTIONS WITHIN THE CODE AND TO ENSURE WE UPDATE POLICIES.</li> </ul>
<ul style="list-style-type: none"> <li>• CONTINUED MONITORING FOR COMPLAINEE AND COORDINATION FOR PUBLIC RECORDS REQUESTS (EXCEPT COURT REQUESTS). GATHERS ALL INFORMATION IN ORDER TO GET OUT A COMPLETE, ACCURATE, THOROUGH RESPONSE. ALSO MAKING HEADWAY WITH OTHER DEPARTMENTS IN RECORDS RETENTION.</li> </ul>	<ul style="list-style-type: none"> <li>• EXPAND REVIEW OF EXISTING CODE ENFORCMENT POLICIES. UPDATE/REVISE CURRENT CODE SPECIFICALLY WITH REGARDS TO THE OUTDATED ORDINANCES AND TRACK WITH CURRENT STATE LAW REQUIREMENTS.</li> </ul>
<ul style="list-style-type: none"> <li>• CONTINUE TO PROVIDE FAIR AND EFFECTIVE PROSECUTION FOR MATTERS THAT VIOLATE STATE LAWS AND BMC.</li> </ul>	<ul style="list-style-type: none"> <li>• WITHIN RISK MANAGEMENT, COLLECTION OF EVIDENCE TO DETERMINE POTENTIAL OF CITY LIABILITY. THE RISK MANAGER ADHERES TO OUR RISK POOLS COMPACT STATUS REQUIREMENTS, PROVIDES TRAINING OPPORTUNITIES, INVESTIGATES VARIOUS AREAS OF POTENTIAL LIABILITY FOR THE CITY, ASSISTS CITYWIDE DEPARTMENTS WITH PRACTICAL ADVICE OF HOW TO LIMIT LIABILITY.</li> </ul>



# Department Overview 2017 Budget

DEPARTMENT

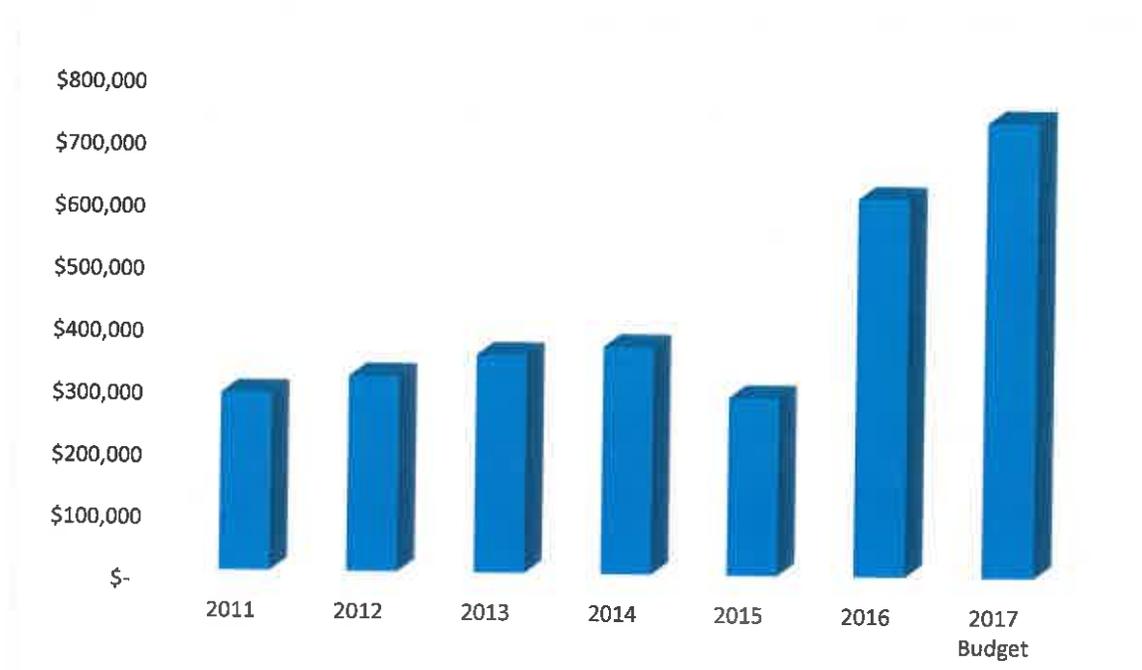
001-050

Legal & Risk Management

POSITION SUMMARY		
POSITION TITLE	2016	2017
City Attorney	1	1
Risk Manager/Paralegal Lead	1	1
Legal Assistant	0.5	0.62

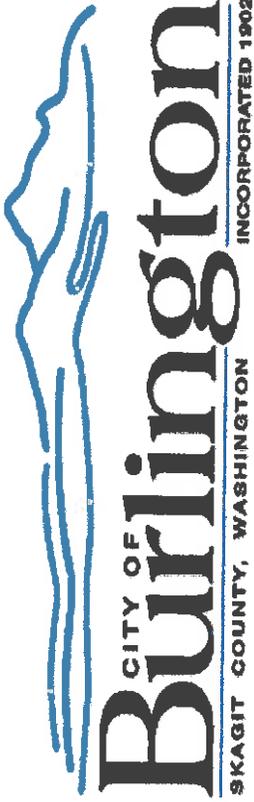
## OPERATIONS & MAINTENANCE HISTORY

2011	2012	2013	2014	2015	2016	2017 Budget
\$ 286,678	\$ 314,618	\$ 351,171	\$ 366,002	\$ 286,694	\$ 607,225	\$ 731,385



# General Ledger 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>050</b>	<b>LegalRisk Management Services</b>					
<b>515</b>	<b>Legal</b>					
	Salaries & Wages	197,833.21	151,278.91	159,754.50	160,060.00	164,925.00
001-050-515-30-10-00	Legal Salaries & Wages	12,046.91	15,994.01	19,285.42	18,447.00	28,395.00
001-050-515-30-10-10	Legal Part Time Wages	4,268.98	965.44	2,925.65	5,000.00	5,000.00
001-050-515-30-11-00	Legal Overtime	214,149.10	168,238.36	181,965.57	183,507.00	198,320.00
	Salaries & Wages					
	Personnel Benefits	14,411.79	17,515.12	20,347.10	20,520.00	22,170.00
001-050-515-30-21-00	Legal Retirement	569.50	520.41	552.60	540.00	815.00
001-050-515-30-22-00	Legal L & I	16,274.21	12,756.94	13,759.38	14,040.00	15,170.00
001-050-515-30-23-00	Legal FICA	31,912.67	34,384.08	39,997.64	39,880.00	41,485.00
001-050-515-30-24-00	Legal Medical Insurance	63,168.17	65,176.55	74,656.72	74,980.00	79,640.00
	Personnel Benefits					
	Supplies	755.82	248.54	976.89	700.00	700.00
001-050-515-30-31-00	Legal Office Supplies	0.00	0.00	133.95	150.00	150.00
001-050-515-30-32-00	Legal Fuel Consumed	1,230.38	0.00	0.00	100.00	100.00
001-050-515-30-35-00	Legal Small Tools & Equip	1,986.20	248.54	1,110.84	950.00	950.00
	Supplies					
	Services	79,409.24	44,968.05	81,963.75	100,500.00	100,500.00
001-050-515-30-41-00	Legal Professional Services	4,255.99	5,566.54	0.00	4,000.00	0.00
001-050-515-30-42-00	Legal Communications	0.00	0.00	0.00	0.00	705.00
001-050-515-30-42-10	Legal Cell Phone	0.00	0.00	2,783.35	0.00	2,000.00
001-050-515-30-42-20	Legal Postage	0.00	0.00	129.62	0.00	645.00
001-050-515-30-42-30	Legal Telephone	0.00	0.00	2,314.48	0.00	3,000.00
001-050-515-30-43-00	Legal Travel	2,055.92	2,080.67	2,314.48	3,000.00	3,000.00
001-050-515-30-45-00	Legal Rentals	93.83	53.14	223.59	100.00	250.00
001-050-515-30-48-00	Legal Repair & Maintenance	883.70	362.20	488.61	350.00	350.00
001-050-515-30-49-10	Legal Dues & Subscriptions	0.00	0.00	1,212.86	0.00	2,000.00
001-050-515-30-49-20	Legal Training & Education	0.00	0.00	490.00	0.00	1,000.00
	Services	86,698.68	53,030.60	89,606.26	107,950.00	110,450.00
<b>515</b>	<b>Legal</b>	366,002.15	286,694.05	347,339.39	367,387.00	389,360.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>518</b>	<b>Centralized Services</b>					
	Services					
001-050-518-30-43-00	Risk Mgt Travel	0.00	0.00	0.00	0.00	0.00
001-050-518-30-46-00	Risk Mgt Prop & Liab Insurance	0.00	0.00	258,286.60	0.00	330,260.00
001-050-518-30-49-10	Risk Mgt Dues & Subscriptions	0.00	0.00	0.00	0.00	200.00
001-050-518-30-49-20	Risk Mgt Training & Education	0.00	0.00	649.71	0.00	1,500.00
001-050-518-30-49-95	Risk Mgt Risk Management Services	0.00	0.00	949.54	0.00	10,000.00
		<b>0.00</b>	<b>0.00</b>	<b>259,885.85</b>	<b>0.00</b>	<b>341,960.00</b>
<b>518</b>	<b>Centralized Services</b>	<b>0.00</b>	<b>0.00</b>	<b>259,885.85</b>	<b>0.00</b>	<b>341,960.00</b>
<b>519</b>	<b>Risk Management Services</b>					
	Services					
001-050-519-20-49-00	Risk Mgt Judgmnts & Settlements Services	0.00	0.00	0.00	0.00	65.00
		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>65.00</b>
<b>519</b>	<b>Risk Management Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>65.00</b>
<b>050</b>	<b>Legal/Risk Management Services</b>					
		<b>366,002.15</b>	<b>286,694.05</b>	<b>607,225.24</b>	<b>367,387.00</b>	<b>731,385.00</b>



# Department Overview 2017 Budget

DEPARTMENT

001-060

Planning

Management and operation of the permit center provides a consolidated location for access to public information and the issuance of all land use and construction-related permits. The department is responsible for administration of the land use permit process, as codified in Chapter 17.68 BMC; maintenance and update of the city's comprehensive plan, comprehensive plan map, zoning ordinance, zoning map, critical areas ordinance, shoreline master program, environmental ordinance, and related land use regulations; and maintaining the city's land use permit records. The department manages an ongoing citizen involvement process including publication of land use information bulletins, conducting public meetings and facilitating citizen advisory committees on land use issues and public notification of land use actions. Code compliance efforts for zoning, nuisance, weeds and related codes are coordinated. This office is the Community Rating System Coordinator for Flood Insurance programs, including maintaining the Flood Emergency Plan, public outreach, report preparation and interdepartmental coordination, and the regular update of the mandatory Natural Hazard Mitigation Plan.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>Began Comprehensive Plan update</li> </ul>	<ul style="list-style-type: none"> <li>Complete Comprehensive Plan update</li> </ul>
<ul style="list-style-type: none"> <li>Adoption of Public Participation Plan and Preliminary Schedule for Comp Plan Update</li> </ul>	<ul style="list-style-type: none"> <li>Improve GIS mapping capabilities through inter-local agreement with Skagit County GIS Services and revise zoning and comprehensive plan maps for accuracy and consistency with updated code and comprehensive plan</li> </ul>
<ul style="list-style-type: none"> <li>Revised permit processing procedures, staff report formats, and improved documentation of land use and permit decisions</li> </ul>	<ul style="list-style-type: none"> <li>Expand use of electronic permit processing software</li> </ul>
<ul style="list-style-type: none"> <li>Completed code updates to implement new NPDES requirements (anticipated by the end of the year)</li> </ul>	<ul style="list-style-type: none"> <li>Develop long term (5 – 7 year) department work plan</li> </ul>
<ul style="list-style-type: none"> <li>Completed CRS Flood Insurance certification activities (anticipated by the end of the year)</li> </ul>	<ul style="list-style-type: none"> <li>Adopt regulatory amendments to bring flood regulations into compliance with Endangered Species Act and National Marine Fisheries Service guidelines</li> </ul>
<ul style="list-style-type: none"> <li>Addressed outstanding flood regulation issues from CAV report (anticipated by the end of the year)</li> </ul>	<ul style="list-style-type: none"> <li>Improve online access to department information, planning decisions, and expand use of website and email distribution lists for public notification</li> </ul>
<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Improve interdepartmental coordination on permitting and long range planning issues and expand use of Technical Review Committee to discuss interdepartmental issues</li> </ul>
<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Complete code streamlining, revisions, and amendments to address updated legal requirements and insurance pool guidance</li> </ul>



# Department Overview 2017 Budget

DEPARTMENT

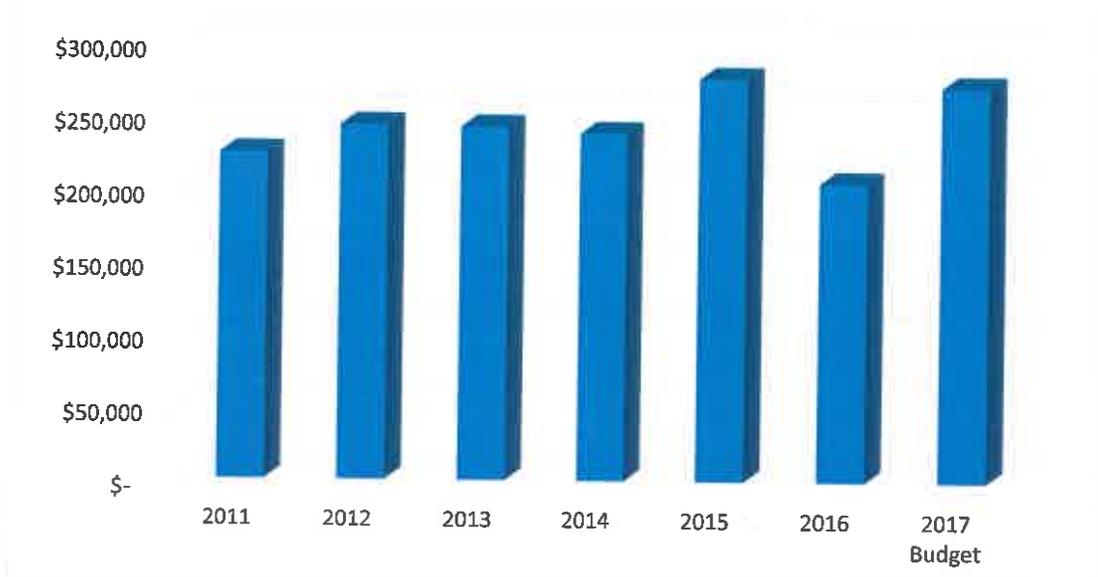
001-060

Planning

POSITION SUMMARY		
POSITION TITLE	2016	2017
Senior Planner	1	1
Permit Center Manager	0.75	0.75

## OPERATIONS & MAINTENANCE HISTORY

2011	2012	2013	2014	2015	2016	2017 Budget
\$224,490	\$243,961	\$242,969	\$238,768	\$277,072	\$205,507	\$271,815





# Department Overview 2017 Budget

DEPARTMENT

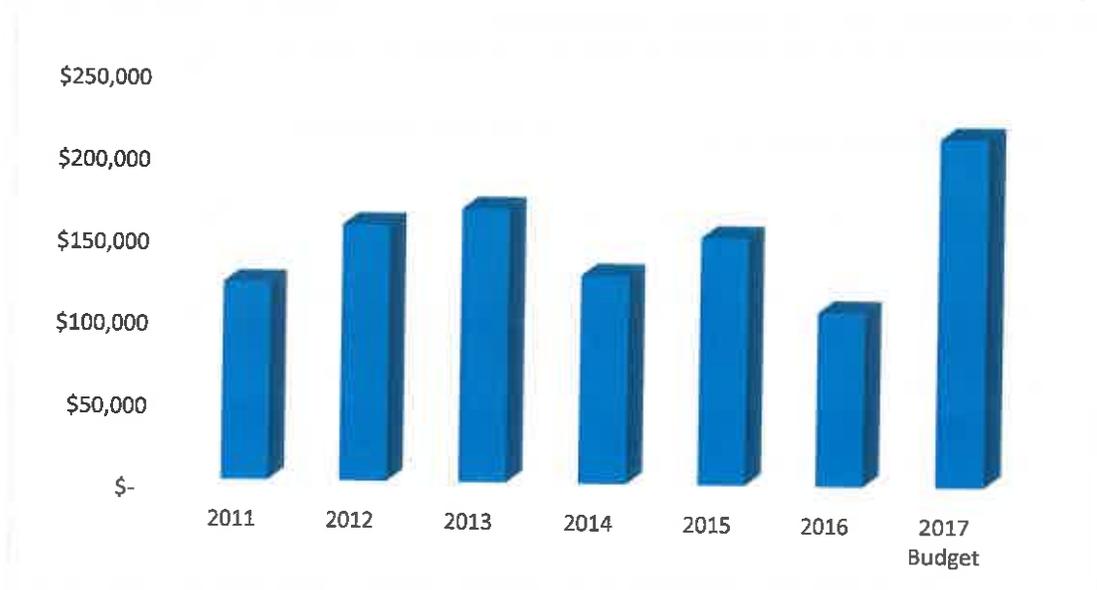
001-060

Permitting

POSITION SUMMARY		
POSITION TITLE	2016	2017
Permit Center Manager	0.25	0.25
Building Official - Permitting	0.5	0.5
Building Official – Inspections	0.5	0.5
Code Compliance Inspector (part-time)	0.6	0.6

## OPERATIONS & MAINTENANCE HISTORY

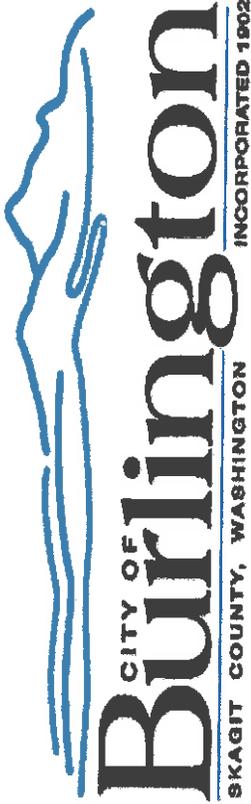
2011	2012	2013	2014	2015	2016	2017 Budget
\$120,300	\$155,963	\$166,475	\$126,710	\$150,480	\$105,698	\$212,010



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>060</b>	<b>Comm Plan &amp; Econ Development</b>					
<b>524</b>	<b>Protective Inspection Services</b>					
	Salaries & Wages					
001-060-524-20-10-00	Inspect Salaries & Wages	0.00	0.00	80,656.70	0.00	105,445.00
001-060-524-20-10-10	Inspect Part Time Wages	0.00	0.00	24,207.89	0.00	21,400.00
001-060-524-60-10-10	CodeEnf Part Time Wages	0.00	0.00	19,806.46	0.00	17,830.00
	Salaries & Wages	0.00	0.00	124,671.05	0.00	144,675.00
	<b>Personnel Benefits</b>					
001-060-524-20-21-00	Inspect Retirement	0.00	0.00	11,725.53	0.00	14,180.00
001-060-524-20-22-00	Inspect L & I	0.00	0.00	1,624.24	0.00	2,700.00
001-060-524-20-23-00	Inspect FICA	0.00	0.00	7,928.29	0.00	9,705.00
001-060-524-20-24-00	Inspect Medical Insurance	0.00	0.00	21,570.39	0.00	31,155.00
001-060-524-60-21-00	CodeEnf Retirement	0.00	0.00	2,214.50	0.00	1,995.00
001-060-524-60-22-00	CodeEnf L & I	0.00	0.00	315.00	0.00	425.00
001-060-524-60-23-00	CodeEnf FICA	0.00	0.00	1,515.19	0.00	1,365.00
	<b>Personnel Benefits</b>	0.00	0.00	46,893.14	0.00	61,525.00
	<b>Supplies</b>					
001-060-524-20-31-00	Inspect Office Supplies	0.00	0.00	179.52	0.00	800.00
001-060-524-20-31-10	Inspect Operating Supplies	0.00	0.00	3,648.31	0.00	0.00
001-060-524-20-31-50	Inspect Public Educ Supplies	0.00	0.00	0.00	0.00	2,500.00
001-060-524-20-32-00	Inspect Fuel Consumed	0.00	0.00	355.63	0.00	2,500.00
001-060-524-20-35-00	Inspect Small Tools & Equip	0.00	0.00	1,283.50	0.00	1,000.00
001-060-524-60-31-00	CodeEnf Office Supplies	0.00	0.00	0.00	0.00	150.00
001-060-524-60-35-00	CodeEnf Small Tools & Equip	0.00	0.00	0.00	0.00	100.00
	<b>Supplies</b>	0.00	0.00	5,466.96	0.00	7,050.00
	<b>Services</b>					
001-060-524-20-42-00	Inspect Communications	0.00	0.00	0.00	0.00	1,050.00
001-060-524-20-42-10	Inspect Cell Phone	0.00	0.00	682.50	0.00	1,350.00
001-060-524-20-42-20	Inspect Postage	0.00	0.00	28.36	0.00	500.00
001-060-524-20-42-30	Inspect Telephone	0.00	0.00	122.20	0.00	630.00
001-060-524-20-43-00	Inspect Travel	0.00	0.00	1,360.39	0.00	1,200.00
001-060-524-20-48-00	Inspect Repairs & Maint	0.00	0.00	0.00	0.00	2,500.00
001-060-524-20-49-20	Inspect Training & Education	0.00	0.00	912.26	0.00	1,100.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-060-524-60-42-10	CodeEnf Cell Phone	0.00	0.00	161.88	0.00	780.00
001-060-524-60-42-30	CodeEnf Telephone	0.00	0.00	121.13	0.00	630.00
001-060-524-60-43-00	CodeEnf Travel	0.00	0.00	0.00	0.00	200.00
001-060-524-60-45-00	CodeEnf Rentals	0.00	0.00	0.00	0.00	100.00
001-060-524-60-48-00	CodeEnf Repair & Maint	0.00	0.00	0.00	0.00	150.00
001-060-524-60-49-10	CodeEnf Dues & Subscriptions	0.00	0.00	0.00	0.00	50.00
001-060-524-60-49-20	CodeEnf Training & Education Services	0.00	0.00	0.00	0.00	100.00
		<b>0.00</b>	<b>0.00</b>	<b>3,388.72</b>	<b>0.00</b>	<b>10,340.00</b>
524	Protective Inspection Services	0.00	0.00	180,419.87	0.00	223,590.00
558	Comm. Planning & Economic Dev.					
	Salaries & Wages					
001-060-558-50-10-00	Permit Salaries & Wages	79,672.56	90,691.02	64,984.16	160,722.00	140,820.00
001-060-558-50-11-00	Permit Overtime	0.00	0.00	0.00	0.00	0.00
001-060-558-60-10-00	Planning Salaries & Wages	174,974.91	185,458.78	138,177.15	141,210.00	132,005.00
001-060-558-60-11-00	Planning Overtime	2,172.11	7,415.56	5,165.00	1,000.00	3,750.00
	Salaries & Wages	<b>256,819.58</b>	<b>283,565.36</b>	<b>208,326.31</b>	<b>302,932.00</b>	<b>276,575.00</b>
	Personnel Benefits					
001-060-558-50-21-00	Permit Retirement	11,287.85	13,764.19	7,266.13	22,770.00	15,770.00
001-060-558-50-22-00	Permit L & I	1,892.64	2,124.01	1,154.58	4,060.00	1,580.00
001-060-558-50-23-00	Permit FICA	9,315.60	10,182.70	4,901.86	10,760.00	10,795.00
001-060-558-50-24-00	Permit Medical Insurance	16,397.97	21,494.52	16,479.78	39,880.00	28,610.00
001-060-558-60-21-00	Planning Retirement	16,315.27	19,013.92	16,025.57	15,900.00	14,845.00
001-060-558-60-22-00	Planning L & I	411.09	404.20	405.96	410.00	550.00
001-060-558-60-23-00	Planning FICA	13,491.07	14,568.59	10,906.94	6,220.00	10,155.00
001-060-558-60-24-00	Planning Medical Insurance	17,449.78	17,248.17	17,772.35	31,490.00	30,350.00
	Personnel Benefits	<b>86,561.27</b>	<b>98,800.30</b>	<b>74,913.17</b>	<b>131,490.00</b>	<b>112,655.00</b>
	Supplies					
001-060-558-50-31-00	Permit Office Supplies	507.58	377.00	765.00	800.00	800.00
001-060-558-50-32-00	Permit Fuel Consumed	1,066.85	492.08	1,108.08	2,000.00	1,250.00
001-060-558-50-35-00	Permit Small Tools & Equip	249.75	4,592.52	672.42	400.00	200.00
001-060-558-60-31-00	Planning Office Supplies	1,338.19	1,637.67	1,717.24	2,000.00	2,000.00
001-060-558-60-35-00	Planning Small Tools & Equip Supplies	107.42	1,245.88	432.89	800.00	800.00
	Supplies	<b>3,269.79</b>	<b>8,345.15</b>	<b>4,695.63</b>	<b>6,000.00</b>	<b>5,050.00</b>
	Services					
001-060-558-50-41-01	Permit Advertising	0.00	0.00	0.00	0.00	0.00
001-060-558-50-42-10	Permit Cell Phone	0.00	0.00	318.07	0.00	805.00
001-060-558-50-42-20	Permit Postage	0.00	0.00	231.50	0.00	500.00
001-060-558-50-42-30	Permit Telephone	0.00	0.00	127.23	0.00	680.00
001-060-558-50-43-00	Permit Travel	876.99	366.98	292.22	1,200.00	800.00
001-060-558-50-45-00	Permit Rentals	526.21	1,427.00	1,812.15	1,000.00	2,400.00
001-060-558-50-48-00	Permit Repair & Maint	2,669.63	4,967.55	4,941.24	6,000.00	6,000.00
001-060-558-50-49-10	Permit Dues & Subscriptions	0.00	0.00	520.00	0.00	400.00
001-060-558-50-49-20	Permit Training & Education	0.00	0.00	123.47	0.00	600.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-060-558-60-41-00	Planning Professional Services	4,483.70	23,036.15	2,896.12	35,000.00	55,000.00
001-060-558-60-41-01	Planning Advertising	533.04	1,936.22	1,049.75	2,500.00	0.00
001-060-558-60-41-90	Planning Public Notices	0.00	0.00	0.00	0.00	2,500.00
001-060-558-60-42-10	Planning Cell Phone	0.00	0.00	734.46	0.00	705.00
001-060-558-60-42-20	Planning Postage	0.00	0.00	746.23	0.00	2,500.00
001-060-558-60-42-30	Planning Telephone	0.00	0.00	127.25	0.00	655.00
001-060-558-60-43-00	Planning Travel	710.91	1,060.73	1,103.23	2,000.00	2,000.00
001-060-558-60-45-00	Planning Rentals	4,421.24	2,712.30	2,900.54	3,500.00	3,500.00
001-060-558-60-48-00	Planning Repair & Maint	2,359.16	1,333.54	4,465.34	6,000.00	6,000.00
001-060-558-60-49-10	Planning Dues & Subscriptions	0.00	0.00	706.00	0.00	1,000.00
001-060-558-60-49-20	Planning Training & Education	0.00	0.00	175.00	0.00	3,500.00
001-060-558-60-49-95	Planning Bank Service Charges	0.00	0.00	0.00	0.00	0.00
	Services	16,580.88	36,840.47	23,269.80	57,200.00	89,545.00
558	Comm. Planning & Economic Dev.	363,231.52	427,551.28	311,204.91	497,622.00	483,825.00
060	Comm Plan & Econ Development	363,231.52	427,551.28	491,624.78	497,622.00	707,415.00



# Department Overview 2017 Budget

**DEPARTMENT**

**001-080**

## Buildings & Grounds

The Buildings and Grounds Department's purpose is to provide functional and clean facilities for Burlington residents, the general public, and city employees. Maintain appearance of facilities and grounds. Oversee facilities preventive maintenance actions and contracts. Respond to equipment breakdowns and ensure timely system repair. Provide support to the City's special events and projects. This fund pays property taxes and utility expenses for City general purpose facilities.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
• Replaced fire hall roof	• Hire new Buildings and Grounds supervisor
• Re-landscaped in front of City Hall	• Partial removal of carpeting in fire hall and replace with tile
• Reworked concrete floor surface in police department and installed new carpeting	• Develop a detailed plan for upgrades to the Parks & Rec Bldg and replace data wiring
• Installed hearing loops in court room & Council Chamber	• Replace HVAC controls in City Hall
• Upgraded City Hall fire alarm system	• Refinish wood exterior at City Hall
• Improved display of hanging baskets throughout the City	• Remodel Buildings & Grounds office / shop space

POSITION SUMMARY		
POSITION TITLE	2016	2017
Supervisor	1	1
Utility I	1	2
Custodians	3	3
Seasonal Worker	1,040 hours	1,040 hours
Custodian (Part-Time)	800 hours	800 hours



# Department Overview 2017 Budget

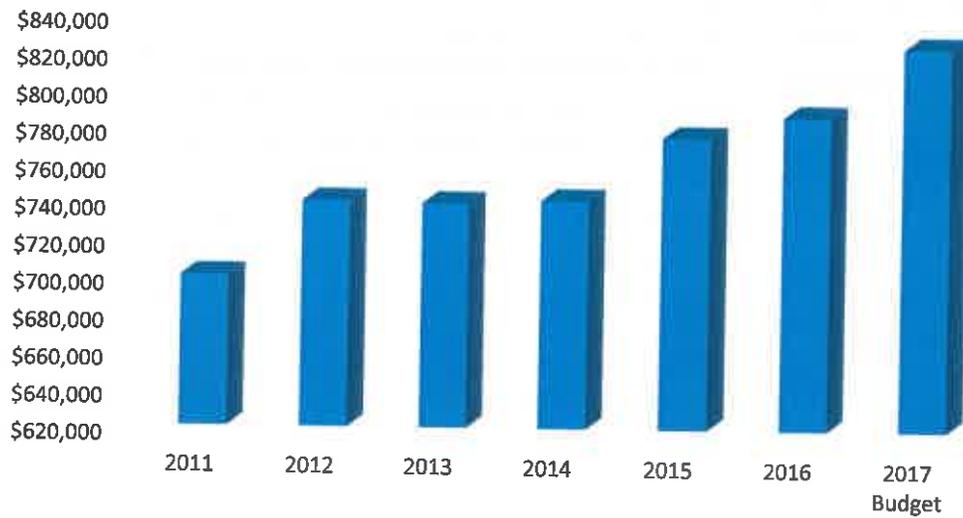
DEPARTMENT

001-080

Buildings & Grounds

## OPERATIONS & MAINTENANCE HISTORY

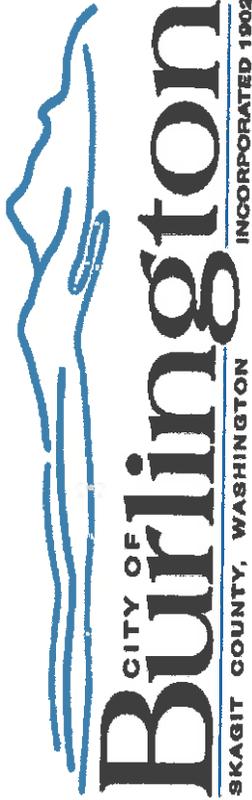
2011	2012	2013	2014	2015	2016	2017 Budget
\$700,625	\$740,985	\$739,938	\$742,095	\$776,244	\$788,072	\$825,195



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>080</b>	<b>Building &amp; Grounds Maint</b>					
518	Centralized Services					
	Salaries & Wages					
001-080-518-31-10-00	Bldg & Grds Salaries & Wages	325,770.66	326,207.31	291,879.11	344,460.00	273,960.00
001-080-518-31-10-10	Bldg & Grds Part Time Wages	19,373.25	19,732.23	27,241.89	18,200.00	9,950.00
001-080-518-31-10-15	Bldg & Grds Seasonal Wages	0.00	0.00	0.00	0.00	19,500.00
001-080-518-31-11-00	Bldg & Grds Overtime	1,065.51	845.63	6,661.91	1,500.00	2,000.00
	Salaries & Wages	<b>346,209.42</b>	<b>346,785.17</b>	<b>325,782.91</b>	<b>364,160.00</b>	<b>305,410.00</b>
	Personnel Benefits					
001-080-518-31-21-00	Bldg & Grds Retirement	29,724.37	32,960.75	33,236.19	37,270.00	30,795.00
001-080-518-31-22-00	Bldg & Grds L & I	8,222.58	8,526.57	8,275.09	9,880.00	10,485.00
001-080-518-31-23-00	Bldg & Grds FICA	26,088.05	26,098.77	24,611.39	27,860.00	23,325.00
001-080-518-31-24-00	Bldg & Grds Medical Insurance	104,232.80	110,677.42	91,435.67	113,730.00	107,895.00
001-080-518-31-25-00	Bldg & Grds Life Insurance	105.32	101.81	90.44	105.00	80.00
001-080-518-31-27-00	Bldg & Grds Prot Clothing	1,501.99	1,139.20	1,560.66	1,700.00	1,700.00
	Personnel Benefits	<b>169,875.11</b>	<b>179,504.52</b>	<b>159,209.44</b>	<b>190,545.00</b>	<b>174,280.00</b>
	Supplies					
001-080-518-31-31-00	Bldg & Grds Office Supplies	15,582.00	19,832.81	0.00	15,000.00	2,000.00
001-080-518-31-31-10	Bldg & Grds Operating Supplies	0.00	0.00	25,417.30	0.00	18,000.00
001-080-518-31-31-20	DNU Operating Supplies	0.00	0.00	0.00	0.00	0.00
001-080-518-31-31-40	Bldg & Grds Janitor Supplies	0.00	0.00	21,906.73	0.00	18,000.00
001-080-518-31-31-42	Bldg & Grds Flow Banners	0.00	0.00	0.00	0.00	6,000.00
001-080-518-31-32-00	Bldg & Grds Fuel Consumed	5,999.46	4,452.11	4,423.10	5,000.00	5,000.00
001-080-518-31-35-00	Bldg & Grds Small Tools & Equip	2,837.04	3,415.05	3,691.83	6,000.00	7,500.00
	Supplies	<b>24,418.50</b>	<b>27,699.97</b>	<b>55,438.96</b>	<b>26,000.00</b>	<b>56,500.00</b>
	Services					
001-080-518-31-41-00	Bldg & Grds Professional Svcs	4,179.61	3,768.28	2,362.00	4,000.00	4,000.00
001-080-518-31-42-00	Bldg & Grds Communications	6,984.74	7,058.76	4,130.18	6,500.00	4,500.00
001-080-518-31-42-10	Bldg & Grds Cell Phone	0.00	0.00	2,220.64	0.00	2,200.00
001-080-518-31-42-30	Bldg & Grds Telephone	0.00	0.00	127.23	0.00	655.00
001-080-518-31-43-00	Bldg & Grds Travel	0.00	26.65	120.00	500.00	500.00
001-080-518-31-45-00	Bldg & Grds Rentals	122.13	0.00	1,087.84	1,900.00	1,900.00
001-080-518-31-47-00	Bldg & Grds Util City Hall	32,251.93	34,902.24	32,890.85	33,000.00	33,000.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-080-518-31-47-01	Bldg & Grds Util Byways Center	8,337.15	9,060.90	9,729.64	9,000.00	9,000.00
001-080-518-31-47-02	Bldg & Grds Util Library	33,833.17	32,264.40	33,900.51	35,000.00	35,000.00
001-080-518-31-47-03	Bldg & Grds Util Pks & Rec	14,970.97	12,716.16	13,433.30	18,000.00	18,000.00
001-080-518-31-47-04	Bldg & Grds Util Comm Hall	0.00	0.00	0.00	0.00	27,000.00
001-080-518-31-47-05	Bldg & Grds Util Police	37,832.54	35,436.63	37,072.40	39,000.00	39,000.00
001-080-518-31-47-06	Bldg & Grds Util Storage	4,035.98	3,867.53	3,687.88	4,500.00	4,500.00
001-080-518-31-47-08	Bldg & Grds Util Fire	25,537.22	24,764.76	24,473.95	27,000.00	27,000.00
001-080-518-31-48-00	Bldg & Grds Repair & Maint	25,261.53	52,220.85	50,263.84	41,200.00	42,000.00
001-080-518-31-48-02	Bldg & Grds Vehicle Maint	1,587.64	1,697.17	4,541.87	3,500.00	4,000.00
001-080-518-31-49-00	Bldg & Grds Misc	6,657.66	4,469.52	0.00	8,000.00	0.00
001-080-518-31-49-10	Bldg & Grds Dues & Subscription	0.00	0.00	36.67	0.00	250.00
001-080-518-31-49-20	Bldg & Grds Training & Educ	0.00	0.00	452.91	0.00	2,500.00
001-080-518-31-49-50	Bldgs & Grds Uniforms & Mats	0.00	0.00	1,555.54	0.00	1,000.00
001-080-518-31-49-60	Bldgs & Grds Regulatory Fees Services	0.00	0.00	950.80	0.00	500.00
		<b>201,592.27</b>	<b>222,253.85</b>	<b>223,038.05</b>	<b>231,100.00</b>	<b>256,505.00</b>
001-080-518-31-50-99	Intergovernmental Services					
	Bldg & Grds Dike Assessments	0.00	0.00	24,603.09	0.00	32,500.00
	Intergovernmental Services	0.00	0.00	24,603.09	0.00	32,500.00
518	Centralized Services	742,095.30	776,243.51	788,072.45	811,805.00	825,195.00
080	Building & Grounds Maint	742,095.30	776,243.51	788,072.45	811,805.00	825,195.00



# Department Overview 2017 Budget

DEPARTMENT

001-085

## Information Technology

The Information Technology Department provides IT and IS services to support all information systems to the City of Burlington users to accomplish their goals and perform the objectives outlined in the City's mission statement. IT services include design, procurement, management and support of information technology hardware, software, networking and website support. IT has implemented our own city web server to host several different applications and services. IT now manages the City Fiber project, designs, plans, implements, and works with city fiber and electrical contractors, develops and manages fiber infrastructure and ISP contracts with local businesses.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
● Fiber expansion, connected Burlington business's	● 0.09 Fiber grant
● Design and support of Burlington's IT infrastructure	● Expanding city fiber
● Maiben Park fiber and cameras	● Deploy WiFi in various parts of Burlington
● SRP cameras and networking	● Computer room expansion
● Library camera in foyer	● Upgrade and rewire BPD data network cables
● Free WiFi inside and outside of Maiben park	● Replace library PC's hard drives with SSD's
● Implemented a city wide video recording server with 32TB of storage	● Replacement cycle 3 Library PC's
● Performed server hard drive upgrades	● Mitel phone upgrades
● 2 major Evergreen ILS software upgrades	● Barracuda SPAM appliance replacement
● Expanded server monitoring using Nagios	● Network switch upgrades
● Converted B Blvd Diva server to 25TB storage	● Council tablets
● Installed new workstations	● Replacement cycle ENG workstation
● New HD projector in library & Fire dept	● Council projector replacement
● Upgraded all BPD mobile MDT's to SSD drives	● Camera replacements at BPD
● Bought and installed new Exchange licenses	● City hall cameras
● Created 30+ new login accounts for Springbrook	● City hall and Library MSG board
● Shutdown old print server and converted Spliman printing to a new print server	●
●	●



# Department Overview 2017 Budget

DEPARTMENT

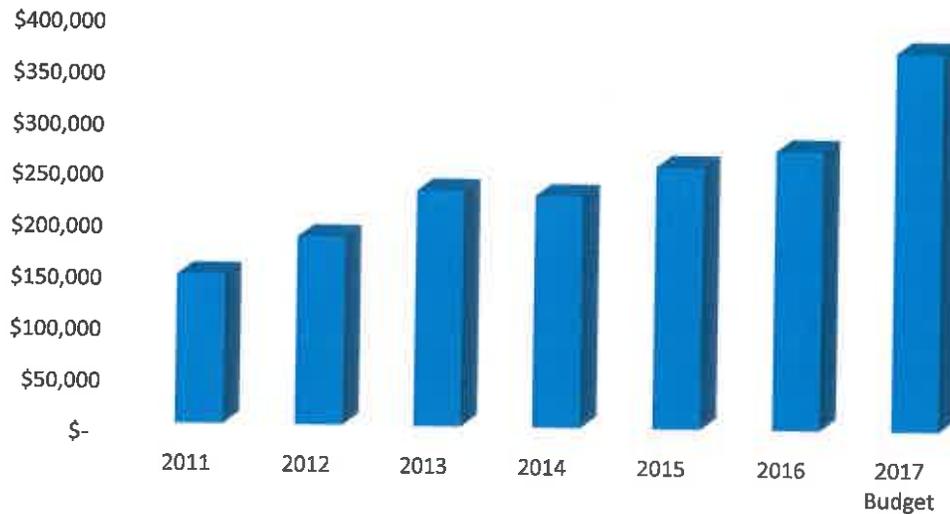
001-085

Information Technology

POSITION SUMMARY		
POSITION TITLE	2015	2016
IT Technical Assistant	1	1
IT Manager	1	1

## OPERATION & MAINTENANCE HISTORY

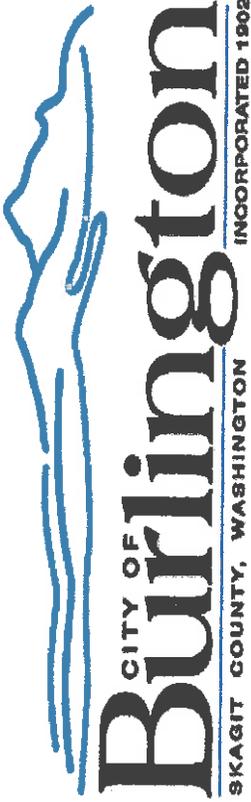
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 145,593	\$ 183,192	\$ 229,648	\$ 225,918	\$ 255,148	\$ 271,935	\$ 368,440



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
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Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>085</b>	<b>Information Technology</b>					
<b>518</b>	<b>Centralized Services</b>					
	Salaries & Wages	120,946.59	128,118.08	135,305.38	134,720.00	139,220.00
001-085-518-81-10-00	IT Salaries & Wages	2,445.39	0.00	0.00	1,500.00	1,500.00
001-085-518-81-11-00	IT Overtime	123,391.98	128,118.08	135,305.38	136,220.00	140,720.00
	Salaries & Wages					
	Personnel Benefits					
001-085-518-81-21-00	IT Retirement	11,364.34	13,071.54	15,127.11	15,230.00	15,735.00
001-085-518-81-22-00	IT L & I	427.44	422.11	436.82	410.00	575.00
001-085-518-81-23-00	IT FICA	9,234.80	9,560.48	10,101.20	10,420.00	10,765.00
001-085-518-81-24-00	IT Medical Insurance	44,323.34	49,490.52	50,909.78	50,760.00	52,815.00
001-085-518-81-25-00	IT Life Insurance	0.00	0.00	0.00	0.00	0.00
	Personnel Benefits	65,349.92	72,544.65	76,574.91	76,820.00	79,890.00
	Supplies					
001-085-518-81-31-00	IT Office Supplies	226.87	834.25	448.94	350.00	750.00
001-085-518-81-31-10	IT Operating Supplies	3,655.79	2,864.93	3,162.57	3,500.00	4,000.00
001-085-518-81-32-00	IT Fuel Consumed	172.12	20.52	147.37	175.00	250.00
001-085-518-81-35-00	IT Small Tools & Equipment	0.00	0.00	3.24	150.00	150.00
	Supplies	4,054.78	3,719.70	3,762.12	4,175.00	5,150.00
	Services					
001-085-518-81-41-60	IT Web Site Hosting	0.00	0.00	0.00	0.00	5,050.00
001-085-518-81-41-62	IT Network Support	0.00	0.00	0.00	0.00	15,000.00
001-085-518-81-41-64	IT Software Support	0.00	0.00	0.00	0.00	5,000.00
001-085-518-81-42-01	DNU IT Network Communications	12,600.21	12,561.01	9,361.66	15,000.00	0.00
001-085-518-81-42-10	IT Cell Phone	0.00	0.00	1,771.99	0.00	2,000.00
001-085-518-81-42-20	IT Postage	0.00	0.00	46.33	0.00	25.00
001-085-518-81-42-30	IT Telephone	0.00	0.00	206.68	0.00	705.00
001-085-518-81-42-50	IT Network Communications	0.00	0.00	0.00	0.00	14,000.00
001-085-518-81-43-00	IT Travel	2,008.54	728.72	1,371.44	3,000.00	4,250.00
001-085-518-81-45-00	IT Rentals	0.00	0.00	0.00	0.00	250.00
001-085-518-81-48-00	IT Repairs & Maintenance	1,928.91	400.24	3,631.41	50.00	4,500.00
001-085-518-81-49-01	IT Computer Lic & Related Item	14,762.21	23,827.37	29,533.59	3,500.00	0.00
001-085-518-81-49-10	IT Dues & Subscriptions	0.00	0.00	75.00	26,575.00	250.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-085-518-81-49-20	IT Training & Education	0.00	0.00	825.00	0.00	4,500.00
001-085-518-81-49-60	IT Sftwre Licensing & Support Services	0.00	0.00	0.00	0.00	26,750.00
		31,299.87	37,517.34	46,823.10	48,125.00	82,280.00
<b>518</b>	<b>Centralized Services</b>	<b>224,096.55</b>	<b>241,899.77</b>	<b>262,465.51</b>	<b>265,340.00</b>	<b>308,040.00</b>
<b>532</b>	<b>Fiber Utilities</b>					
	<b>Supplies</b>					
001-085-532-81-31-00	Fiber Supplies	1,265.10	3,322.28	6,462.99	13,300.00	0.00
001-085-532-81-31-60	Fiber Conduit	0.00	0.00	0.00	0.00	2,000.00
001-085-532-81-31-62	Fiber Spools	0.00	0.00	0.00	0.00	3,500.00
001-085-532-81-31-64	Fiber Parts	0.00	0.00	0.00	0.00	9,500.00
001-085-532-81-31-65	Fiber Vaults	0.00	0.00	0.00	0.00	1,000.00
001-085-532-81-35-00	Fiber Small Tools & Equip Supplies	0.00	447.42	0.00	0.00	7,500.00
		1,265.10	3,769.70	6,462.99	20,800.00	23,500.00
	<b>Services</b>					
001-085-532-81-41-00	Fiber Professional Services	423.16	658.60	0.00	10,000.00	10,000.00
001-085-532-81-41-01	Fiber Advertising	35.88	0.00	0.00	2,000.00	2,000.00
001-085-532-81-42-00	Fiber Communications	0.00	0.00	0.00	7,400.00	0.00
001-085-532-81-42-60	Fiber Internet Communications	0.00	0.00	0.00	0.00	2,400.00
001-085-532-81-43-00	Fiber Travel	97.27	4,375.54	3,006.17	8,000.00	4,000.00
001-085-532-81-48-00	Fiber Repairs & Maintenance	0.00	4,444.03	0.00	15,000.00	15,000.00
001-085-532-81-49-20	Fiber Training & Education Services	0.00	0.00	0.00	0.00	3,500.00
		556.31	9,478.17	3,006.17	42,400.00	36,900.00
<b>532</b>	<b>Fiber Utilities</b>	<b>1,821.41</b>	<b>13,247.87</b>	<b>9,469.16</b>	<b>63,200.00</b>	<b>60,400.00</b>
<b>085</b>	<b>Information Technology</b>	<b>225,917.96</b>	<b>255,147.64</b>	<b>271,934.67</b>	<b>328,540.00</b>	<b>368,440.00</b>



# Department Overview

2017 Budget

001-090

DEPARTMENT

Police

The Police Department provides public safety through a number of diverse activities including the protection of persons and property; crime prevention; traffic safety and enforcement; safety education programs; and co-operative efforts with the commitment involving Community Resource Officer, Gang Task Force and Drug Task Force.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>• Hire and train officers for current vacant positions bringing staff to allocated levels</li> </ul>	<ul style="list-style-type: none"> <li>• Transition to new Police Chief</li> </ul>
<ul style="list-style-type: none"> <li>• Fill vacant specialty units, detective, drug task force, community resource (2 of 3)</li> </ul>	<ul style="list-style-type: none"> <li>• Fill vacant positions to allocated levels</li> </ul>
<ul style="list-style-type: none"> <li>• Develop priorities/level of service based on 2015 Citizen Survey</li> </ul>	<ul style="list-style-type: none"> <li>• Develop and maintain departmental face book page</li> </ul>
<ul style="list-style-type: none"> <li>• Convert all paper forms to electronic documents</li> </ul>	<ul style="list-style-type: none"> <li>• Update strategic plan</li> </ul>
<ul style="list-style-type: none"> <li>• Develop proactive program by directed patrol through individual squads (file developed)</li> </ul>	<ul style="list-style-type: none"> <li>• Reorganization and purging of evidence room</li> </ul>
<ul style="list-style-type: none"> <li>• Add second position to High Risk Team</li> </ul>	<ul style="list-style-type: none"> <li>• Accreditation update and mock accreditation process</li> </ul>

POSITION SUMMARY		
POSITION TITLE	2016	2017
Chief	1	1
Assistant Chief	1	1
Lieutenant	1	1
Sergeants	4	4
Officers	17	17
Detectives	2	2
Community Resource Officer	1	1
Administrative Secretary	1	1
Records Technicians	4	4



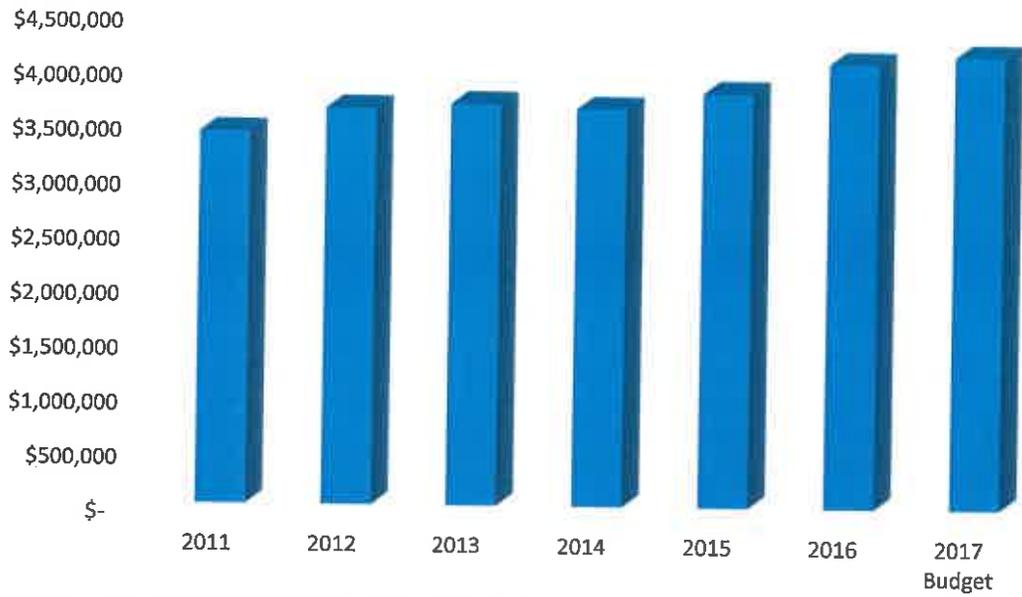
**Department Overview**  
**2017 Budget**  
**001-090**

**DEPARTMENT**

**Police**

**OPERATIONS & MAINTENANCE HISTORY**

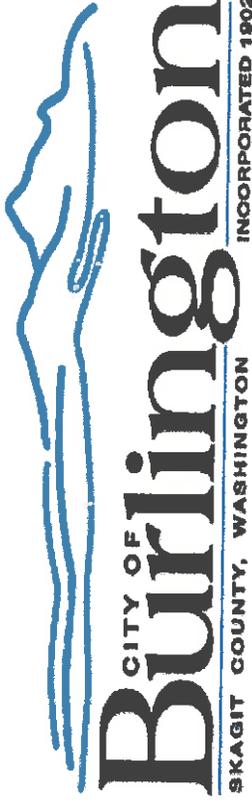
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 3,408,794	\$ 3,631,994	\$ 3,680,812	\$ 3,643,025	\$ 3,795,714	\$ 4,074,818	\$ 4,150,125



# General Ledger

## 2017 Adopted Expenditure Budget

User: renees  
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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>090</b>	<b>Police</b>					
<b>521</b>	<b>Law Enforcement</b>					
	Salaries & Wages					
001-090-521-20-10-00	Police Salaries & Wages	2,063,292.61	2,141,935.72	2,260,704.63	2,330,090.00	2,328,545.00
001-090-521-20-11-00	Police Overtime	67,597.94	87,859.23	63,589.83	80,000.00	80,000.00
001-090-521-20-11-01	Police Outside Overtime	2,396.80	2,843.05	3,562.16	4,000.00	4,000.00
001-090-521-20-12-00	Police Holiday Vacation Sick Salaries & Wages	70,396.63	60,380.61	69,527.35	87,350.00	87,350.00
		<b>2,203,683.98</b>	<b>2,293,018.61</b>	<b>2,397,383.97</b>	<b>2,501,440.00</b>	<b>2,499,895.00</b>
	<b>Personnel Benefits</b>					
001-090-521-20-21-00	Police Retirement	124,539.90	132,324.58	141,470.20	146,325.00	146,570.00
001-090-521-20-22-00	Police L & I	29,147.78	33,564.03	38,403.45	37,910.00	55,415.00
001-090-521-20-23-00	Police FICA	166,598.92	173,207.69	181,317.97	190,760.00	191,245.00
001-090-521-20-24-00	Police Medical Insurance	494,640.68	547,830.42	583,180.32	585,975.00	627,050.00
001-090-521-20-24-10	Police Retired LEOFF I Med Ins	42,002.92	43,093.05	37,564.61	54,000.00	56,430.00
001-090-521-20-25-00	Police Life Insurance	81.60	81.60	81.60	85.00	85.00
001-090-521-20-27-00	Police Uniform & Clothing	11,110.44	10,681.87	15,428.40	23,500.00	23,500.00
001-090-521-20-27-10	Police Uniforms - New Officer	4,900.72	11,930.26	14,621.55	16,500.00	8,000.00
	<b>Personnel Benefits</b>	<b>873,022.96</b>	<b>952,713.50</b>	<b>1,012,068.10</b>	<b>1,055,055.00</b>	<b>1,108,295.00</b>
	<b>Supplies</b>					
001-090-521-20-31-00	Police Operating Supplies	12,603.76	16,161.57	27,481.83	29,000.00	26,800.00
001-090-521-20-31-10	Police Proj Lifesaver Supplies	57.74	0.00	1,864.50	1,000.00	1,000.00
001-090-521-20-32-00	Police Fuel Consumed	59,667.81	26,246.80	40,870.98	65,000.00	65,000.00
001-090-521-20-35-00	Police Small Tools & Equipment	886.58	511.70	14,505.98	16,450.00	22,025.00
001-090-521-20-35-10	Police Equip Youth Res Officer	3,272.50	2,673.39	2,708.82	4,000.00	4,000.00
	<b>Supplies</b>	<b>76,488.39</b>	<b>45,593.46</b>	<b>87,432.11</b>	<b>115,450.00</b>	<b>118,825.00</b>
	<b>Services</b>					
001-090-521-20-41-00	Police Professional Services	33,874.36	43,242.14	46,509.71	49,050.00	46,350.00
001-090-521-20-42-00	Police Communications	19,725.70	23,844.95	5,857.55	23,000.00	0.00
001-090-521-20-42-10	Police Cell Phone	0.00	0.00	17,700.93	0.00	21,800.00
001-090-521-20-42-20	Police Postage	0.00	0.00	666.13	0.00	700.00
001-090-521-20-42-30	Police Telephone	0.00	0.00	265.75	0.00	3,170.00
001-090-521-20-43-00	Police Travel	9,408.61	2,469.68	8,205.98	7,500.00	9,500.00
001-090-521-20-45-00	Police Rentals	10,394.74	13,959.34	15,849.22	17,800.00	17,800.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-090-521-20-48-00	Police Equip Repair & Maint	21,594.41	5,570.18	7,767.98	6,300.00	6,300.00
001-090-521-20-48-01	Police Vehicle Maint	21,402.45	22,222.11	27,372.96	31,000.00	31,000.00
001-090-521-20-49-00	Police Miscellaneous	8,755.18	5,704.87	3,613.16	5,840.00	4,240.00
001-090-521-20-49-10	Police Dues & Subscriptions	16,505.35	19,617.65	22,053.67	26,500.00	1,000.00
001-090-521-20-49-20	Police Training & Education	0.00	0.00	0.00	0.00	20,000.00
001-090-521-20-49-60	Police Regulatory Fees	0.00	0.00	147.75	0.00	0.00
521	Services	141,660.80	136,630.92	156,010.79	166,990.00	161,860.00
521	Law Enforcement	3,294,856.13	3,427,956.49	3,652,894.97	3,838,935.00	3,888,875.00
523	Detention Correction Service					
	Intergovernmental Services					
001-090-523-60-51-00	Police Care & Cust of Prisoner	91,296.52	36,814.70	78,045.37	35,900.00	55,900.00
001-090-523-60-51-01	Public Safety Sales Tax Jail	252,932.59	326,738.23	341,231.24	370,000.00	200,000.00
	Intergovernmental Services	344,229.11	363,552.93	419,276.61	405,900.00	255,900.00
523	Detention Correction Service	344,229.11	363,552.93	419,276.61	405,900.00	255,900.00
554	Environmental Services					
	Supplies					
001-090-554-30-31-00	Animal Control Supplies	65.64	140.10	109.91	200.00	200.00
	Supplies	65.64	140.10	109.91	200.00	200.00
	Services					
001-090-554-30-41-00	Animal Control Prof Services	3,075.00	3,705.75	1,482.00	4,000.00	4,000.00
001-090-554-30-48-00	Animal Control Maint	0.00	358.43	255.81	150.00	150.00
	Services	3,075.00	4,064.18	1,737.81	4,150.00	4,150.00
554	Environmental Services	3,140.64	4,204.28	1,847.72	4,350.00	4,350.00
594	Capital Expenditures					
	Capital Outlay					
001-090-594-21-64-04	Police WASPC Traf Saf Intox	799.00	0.00	799.00	1,000.00	1,000.00
	Capital Outlay	799.00	0.00	799.00	1,000.00	1,000.00
594	Capital Expenditures	799.00	0.00	799.00	1,000.00	1,000.00
090	Police	3,643,024.88	3,795,713.70	4,074,818.30	4,250,185.00	4,150,125.00



# Department Overview 2017 Budget

DEPARTMENT

001-100

Fire

The Burlington Fire Department (BFD) provides fire, emergency medical, and life safety services to the citizens and visitors to the City of Burlington. BFD provides emergency response to fires, motor vehicle accidents, medical, rescue, and hazardous materials incidents. In addition, the BFD performs a wide variety of non-emergency services including public education, fire safety inspections, business inspections, and pre-incident planning. The Fire Chief provides overall management Fire Department operations, administration, personnel, and budget. The Assistant Chief aids in the management emergency response operations and is responsible for career and part time firefighter scheduling. As the Training Officer, the Assistant Chief is responsible for the departments training program that provides ongoing training to all members that enhances and maintains the skills required of a Firefighter/Emergency Medical Technician. BFD utilizes a combination of part-time and full-time staff to deliver services. Full-time members are assigned program management areas with specific responsibilities such as EMS, fire/safety inspections, apparatus maintenance, logistics, technical rescue, etc. BFD works closely with the local EMS provider in the area, Central Valley Ambulance Authority (CVAA). The station houses the CVAA Paramedics who serve the City of Burlington and the surrounding areas of Skagit County.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>Hiring and promotional assessments including Fire Chief, Assistant Chief, Lieutenant, career, and part time firefighters</li> </ul>	<ul style="list-style-type: none"> <li>Initiate Strategic Planning Process</li> </ul>
<ul style="list-style-type: none"> <li>Initiated policy development program (Lexipol)</li> </ul>	<ul style="list-style-type: none"> <li>Develop Level of Service Objectives</li> </ul>
<ul style="list-style-type: none"> <li>Initiated business inspection and pre-fire planning programs</li> </ul>	<ul style="list-style-type: none"> <li>Prepare for WSRB Rating</li> </ul>
<ul style="list-style-type: none"> <li>Negotiated new IAFF Collective Bargaining Agreement</li> </ul>	<ul style="list-style-type: none"> <li>Continue Policy Development Program</li> </ul>
<ul style="list-style-type: none"> <li>Updated Auto Aid Agreement with City of Mount Vernon</li> </ul>	<ul style="list-style-type: none"> <li>Continue business inspection and pre-fire planning programs</li> </ul>
<ul style="list-style-type: none"> <li>Developed and initiated new training program</li> </ul>	<ul style="list-style-type: none"> <li>Implement Training program and develop live fire training facilities</li> </ul>



# Department Overview 2017 Budget

DEPARTMENT

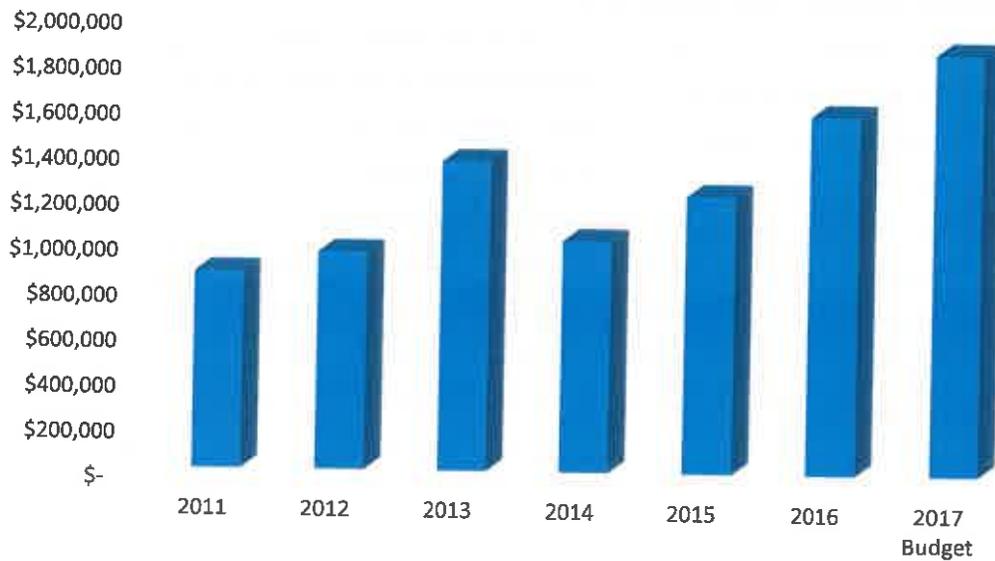
001-100

Fire

POSITION SUMMARY		
POSITION TITLE	2016	2017
Fire Chief (Career)	1	1
Asst. Chief (Career)	1	1
Administrative Assistant (Requested)	0	0.5
Captain (Career)	1	1
Lieutenant (Career)	2	2
Firefighter (Career)	6	6
Part-time Firefighter (2 per shift)	17,472 hours	17,472 hours

## OPERATIONS & MAINTENANCE HISTORY

2011	2012	2013	2014	2015	2016	2017 Budget
\$870,281	\$960,345	\$ 1,367,063	\$ 1,022,593	\$ 1,226,044	\$ 1,584,222	\$ 1,863,380





Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-100-522-10-45-00	Fire Rentals	1,773.16	1,468.59	2,694.49	2,000.00	2,000.00
001-100-522-10-48-00	Fire Repair & Maintenance	37,519.12	36,120.45	39,584.40	36,000.00	40,000.00
001-100-522-10-48-02	Fire Rep & Maint 03 Chev Tahoe	0.00	0.00	0.00	0.00	0.00
001-100-522-10-48-03	Fire Rep & Maint 09 Chev Tahoe	0.00	0.00	0.00	0.00	0.00
001-100-522-10-48-21	Fire Rep & Maint 2003 Pierce	0.00	0.00	0.00	0.00	0.00
001-100-522-10-48-22	Fire Rep & Maint 2009 Crimson	0.00	0.00	0.00	0.00	0.00
001-100-522-10-48-40	Fire Rep & Maint 1996 LTI	0.00	0.00	0.00	0.00	0.00
001-100-522-10-48-60	Fire Rep & Maint 1997 E350	0.00	0.00	0.00	0.00	0.00
001-100-522-10-49-00	Fire Miscellaneous	3,559.11	2,805.56	0.00	3,000.00	0.00
001-100-522-10-49-10	Fire Training & Education	7,072.44	22,543.73	14,925.21	26,500.00	17,500.00
001-100-522-10-49-15	Fire Dues & Subscriptions	0.00	0.00	867.29	0.00	3,000.00
	Services	66,012.25	102,023.39	170,354.30	98,500.00	102,960.00
	Capital Outlay					
001-100-522-10-69-00	Fire Impact Fees Refunds	0.00	0.00	0.00	0.00	0.00
	Capital Outlay					
522	Fire & Emergency Medical	1,022,592.67	1,226,043.91	1,584,222.00	1,713,820.00	1,863,380.00
100	Fire	1,022,592.67	1,226,043.91	1,584,222.00	1,713,820.00	1,863,380.00

**DEPARTMENT**

**001-104**

**Library Services**

The Burlington Public Library provides programming and resources to support the educational, civic, and cultural activities of residents of the City of Burlington, and the greater Burlington community. Activities include:

- Collecting materials in a variety of formats and subject interests
- Providing free and equal access to information, public meeting space, and public forums to support citizens' engagement with our democratic society
- Facilitating life-long education for all ages through programming and resources
- Encouraging the use of library materials and services for recreation and social inclusion
- Developing early literacy skills for preschool children,
- Providing technology support and training to all ages

As of 2017 all operations expenditures, including books, subscriptions, and software maintenance, is properly budgeted in the operations budget for the Library.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<p><b>Staffing Adjustment</b></p> <ul style="list-style-type: none"> <li>• Increased librarian position from .5 FTE to 1 FTE to support demand for STEAM school-age programming</li> <li>• Realigned staff positions to improve work flow in technical services</li> </ul> <p><b>Increase books and materials collection</b></p> <ul style="list-style-type: none"> <li>• Increased the materials budget to \$80,000 for improved access to new titles and formats as part of three-year plan to improve collections and increase circulation.</li> </ul>	<p><b>Create a Sense of Welcome:</b></p> <ul style="list-style-type: none"> <li>• Improve parking - install short-term parking signs and to improve access to parking area behind the Parks Dept. building.</li> <li>• Complete the Lighted Readerboard sign project for Fairhaven Avenue</li> <li>• Evaluate and update library logo and branding for possible rebranding initiative</li> <li>• Train staff on improving user experience (UX).</li> <li>• Evaluate and update Teen Area</li> </ul>
<p><b>Facilities and Equipment</b></p> <ul style="list-style-type: none"> <li>• Completed RFP for new photocopier/scanner equipment lease for staff work area</li> <li>• Purchased 3D Printer to support Science, Technology, Engineering, Arts, Math (STEAM) programming</li> <li>• Purchased new chairs for the meeting room to replace worn and damaged chairs</li> </ul>	<p><b>Value Diversity</b></p> <ul style="list-style-type: none"> <li>• Expand Spanish outreach with multi-cultural/age programming, language learning resources and programming, and collections.</li> </ul> <p><b>Promote Early Literacy/Learning</b></p> <ul style="list-style-type: none"> <li>• Review children's picture book and non-fiction collection for Dewey-free shelving</li> <li>• Create parenting education opportunities</li> <li>• Form strategic collaborations with community partners</li> </ul>
<p><b>Strategic Plan</b></p> <ul style="list-style-type: none"> <li>• Adopted a new strategic plan for 2016-2019</li> </ul>	<p><b>Encourage Lifelong Learning</b></p> <ul style="list-style-type: none"> <li>• Establish regular adult programming</li> <li>• Develop a library marketing outreach plan with possible increased presence at community events</li> </ul>

**DEPARTMENT**

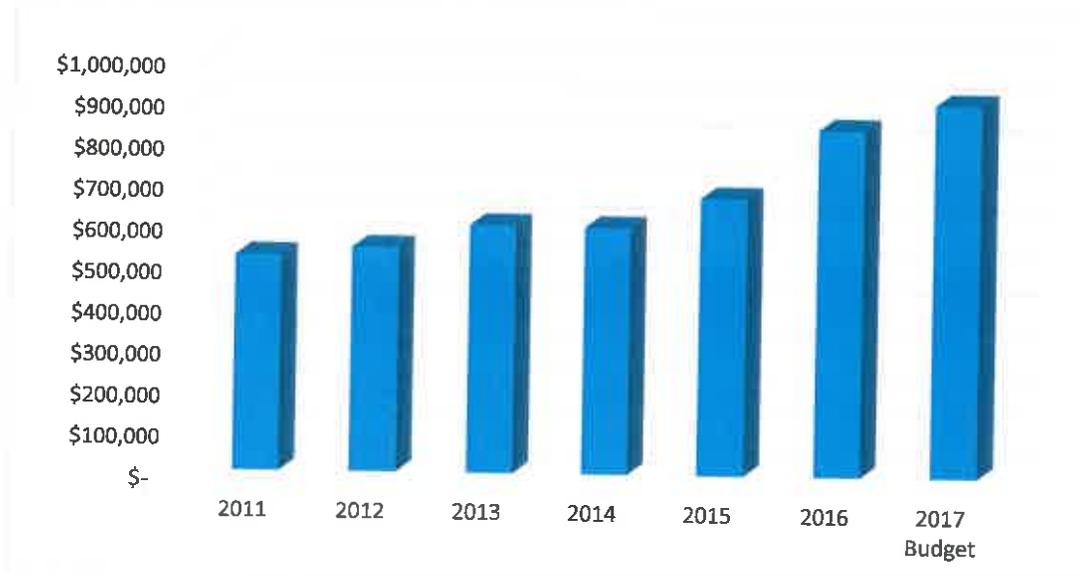
**001-104**

**Library Services**

<b>POSITION SUMMARY</b>		
<b>POSITION TITLE</b>	<b>2016</b>	<b>2017</b>
Library Director	1.0 FTE	1.0 FTE
MLS Certified Librarian	2.75 FTE	2.75 FTE
Non-MLS Children's Librarian	1.0 FTE	1.0 FTE
Systems Admin/Acquisitions		.5 FTE
Circulation Supervisor/Systems Admin	1.0 FTE	
Senior Library Associate	2.0 FTE	2.0 FTE
Public Services Associate		1.0 FTE
Outreach Associate	.5 FTE	.5 FT
Cataloging/Circulation Associate		.5 FTE
Senior Library Assistant	.5 FTE	
Library Assistant	1.5 FTE	2.0 FTE
Library Page (shelvers)	.75 FTE	.75 FTE

**OPERATIONS & MAINTENANCE HISTORY**

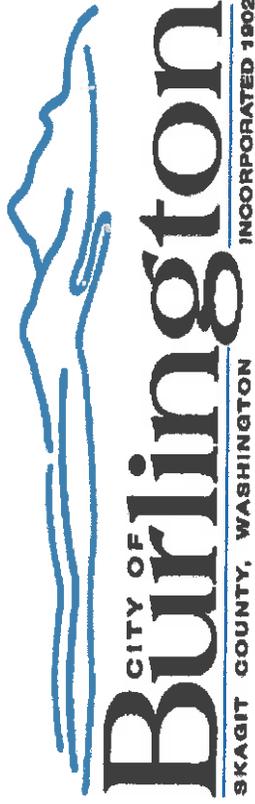
2011	2012	2013	2014	2015	2016	2017 Budget
\$524,987	\$546,027	\$602,626	\$600,738	\$674,846	\$843,924	\$907,185



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>104</b>	<b>Library</b>					
<b>572</b>	<b>Libraries</b>					
	<b>Salaries &amp; Wages</b>					
001-104-572-20-10-00	Library Salaries & Wages	252,648.45	305,988.35	288,703.49	349,615.00	324,425.00
001-104-572-20-10-10	Library Part Time Wages	191,468.94	171,803.49	206,351.70	145,815.00	154,045.00
001-104-572-20-11-00	Library Overtime	295.51	0.00	80.52	0.00	0.00
001-104-572-20-31-10	Library Operating Supplies	0.00	0.00	0.00	0.00	14,850.00
	<b>Salaries &amp; Wages</b>	<b>444,412.90</b>	<b>477,791.84</b>	<b>495,135.71</b>	<b>495,430.00</b>	<b>493,320.00</b>
	<b>Personnel Benefits</b>					
001-104-572-20-21-00	Library Retirement	39,415.61	46,624.54	53,600.28	53,410.00	51,240.00
001-104-572-20-22-00	Library L & I	1,989.59	2,093.10	2,674.37	2,360.00	3,790.00
001-104-572-20-23-00	Library FICA	33,937.35	36,297.68	37,457.66	37,900.00	36,600.00
001-104-572-20-24-00	Library Medical Insurance	46,319.00	75,950.63	107,418.89	98,965.00	115,810.00
	<b>Personnel Benefits</b>	<b>121,661.55</b>	<b>160,965.95</b>	<b>201,151.20</b>	<b>192,635.00</b>	<b>207,440.00</b>
	<b>Supplies</b>					
001-104-572-20-31-00	Library Office Supplies	10,662.21	12,102.39	12,771.53	13,660.00	4,810.00
001-104-572-20-35-00	Library Small Tools & Equip	0.00	922.70	778.50	825.00	3,325.00
001-104-572-20-39-00	Library Books & Materials	0.00	0.00	85,640.21	0.00	100,000.00
001-104-572-20-39-50	Library Skagit Co Contrib	0.00	0.00	0.00	0.00	9,000.00
	<b>Supplies</b>	<b>10,662.21</b>	<b>13,025.09</b>	<b>99,190.24</b>	<b>14,485.00</b>	<b>117,135.00</b>
	<b>Services</b>					
001-104-572-20-41-00	Library Professional Services	14,179.73	8,535.26	9,086.42	10,150.00	10,150.00
001-104-572-20-41-01	Library Advertising	0.00	1,602.01	438.92	1,265.00	1,565.00
001-104-572-20-42-10	Library Cell Phone	0.00	0.00	700.74	0.00	705.00
001-104-572-20-42-20	Library Postage	0.00	0.00	1,030.50	0.00	2,200.00
001-104-572-20-42-30	Library Telephone	0.00	0.00	129.62	0.00	720.00
001-104-572-20-42-50	Library Internet Connection	0.00	0.00	2,189.00	0.00	2,400.00
001-104-572-20-43-00	Library Travel	937.07	2,492.54	1,942.00	2,650.00	3,250.00
001-104-572-20-45-00	Library Rentals	3,817.24	4,457.38	5,003.69	4,170.00	2,120.00
001-104-572-20-48-00	Library Repair & Maintenance	5,066.86	5,975.64	7,458.00	6,725.00	8,025.00
001-104-572-20-49-10	Library Dues & Subscriptions	0.00	0.00	19,171.77	0.00	22,770.00
001-104-572-20-49-20	Library Training & Education	0.00	0.00	570.00	0.00	7,085.00
001-104-572-20-49-60	Library Software Maintenance	0.00	0.00	0.00	0.00	9,500.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
001-104-572-20-49-95	Library Bank Service Charges Services	0.00	0.00	725.83	0.00	800.00
		24,000.90	23,062.83	48,446.49	24,960.00	71,290.00
<b>572</b>	<b>Libraries</b>	<b>600,737.56</b>	<b>674,845.71</b>	<b>843,923.64</b>	<b>727,510.00</b>	<b>889,185.00</b>
<b>573</b>	<b>Cultural &amp; Community Events Services</b>					
001-104-573-90-49-90	Library Quidditch Fest Expense Services	0.00	0.00	0.00	0.00	18,000.00
		0.00	0.00	0.00	0.00	18,000.00
<b>573</b>	<b>Cultural &amp; Community Events</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,000.00</b>
<b>104</b>	<b>Library</b>	<b>600,737.56</b>	<b>674,845.71</b>	<b>843,923.64</b>	<b>727,510.00</b>	<b>907,185.00</b>



# Department Overview 2017 Budget

**DEPARTMENT**

**001-060**

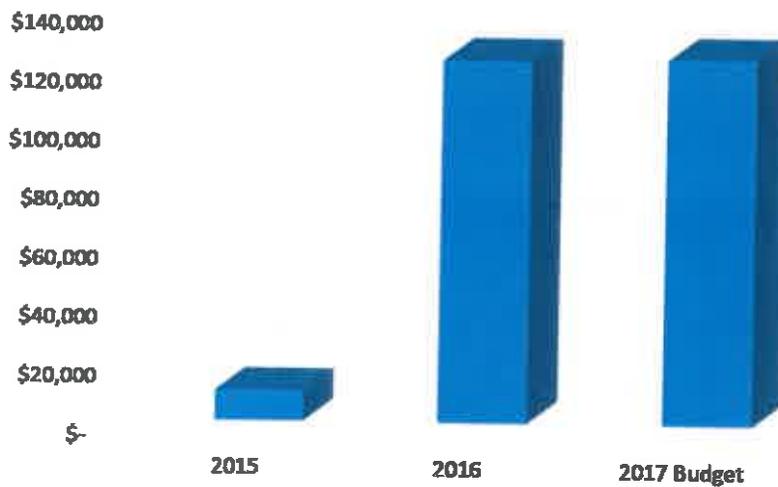
**Fire Marshal**

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POSITION SUMMARY		
POSITION TITLE	2016	2017
Fire Marshal – Building Permits & Plan Reviews	0.3	0.3
Fire Marshal – Fire Investigations	0.2	0.2
Fire Marshal – Building Inspections	0.5	0.5
Staff Assistant – Fire Educator	0	0.5

## OPERATIONS & MAINTENANCE HISTORY

2015	2016	2017 Budget
\$ 10,370	\$ 123,500	\$ 124,440





# Department Overview 2017 Budget

DEPARTMENT

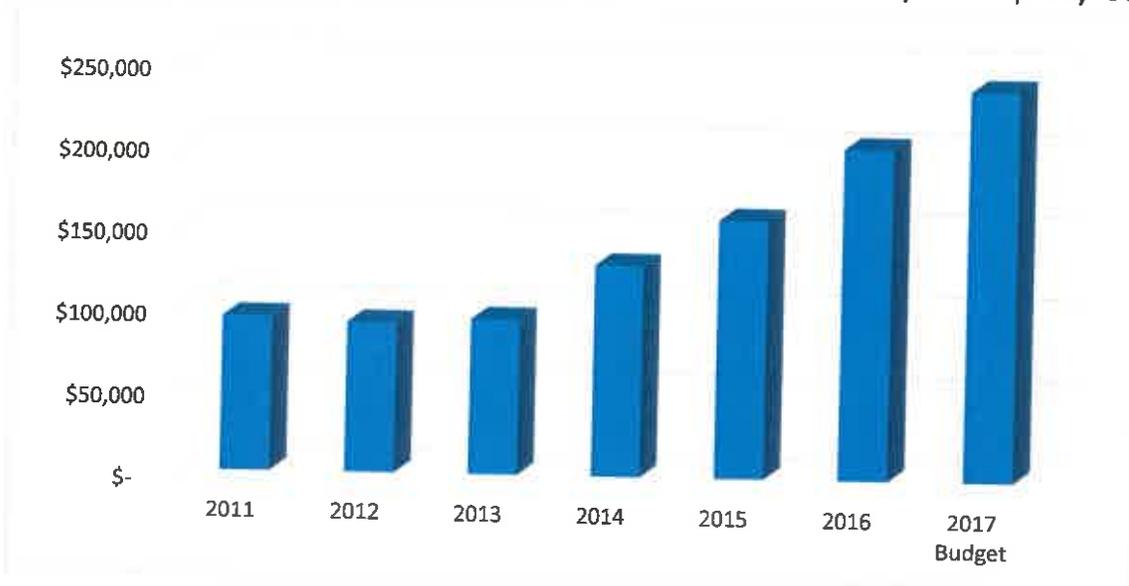
001-105

Current Expense Emergency  
Management

This portion of the Current Expense fund accounts for activities related to the preparation for, response to, and recovery from disasters, including communications, alarms and dispatch services, and for city payments for Enhanced 911 Dispatch services.

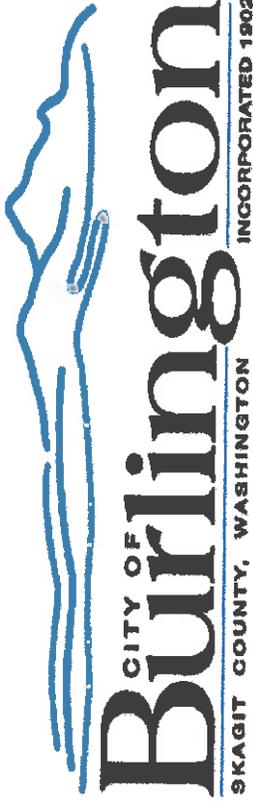
## OPERATIONS & MAINTENANCE HISTORY

2011	2012	2013	2014	2015	2016	2017 Budget
\$94,351	\$91,576	\$94,663	\$128,904	\$157,592	\$ 202,366	\$238,700



# General Ledger 2017 Adopted Expenditure Budget

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Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>105</b>	<b>Fire Investigation</b>					
<b>522</b>	<b>Fire &amp; Emergency Medical Salaries &amp; Wages</b>					
001-105-522-30-10-00	Fire Inv Salaries & Wages	0.00	0.00	15,672.54	0.00	16,270.00
	Salaries & Wages	0.00	0.00	15,672.54	0.00	16,270.00
	<b>Personnel Benefits</b>					
001-105-522-30-21-00	Fire Inv Retirement	0.00	0.00	1,752.79	0.00	1,820.00
001-105-522-30-22-00	Fire Inv L & I	0.00	0.00	247.70	0.00	340.00
001-105-522-30-23-00	Fire Inv FICA	0.00	0.00	1,174.54	0.00	1,245.00
001-105-522-30-24-00	Fire Inv Medical Insurance	0.00	0.00	5,090.61	0.00	5,285.00
	Personnel Benefits	0.00	0.00	8,265.64	0.00	8,690.00
	<b>Supplies</b>					
001-105-522-30-31-50	Fire Inv Clothing & Uniforms	0.00	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	0.00	0.00	0.00
	<b>Services</b>					
001-105-522-30-43-30	Fire Inv Travel	0.00	0.00	0.00	0.00	500.00
001-105-522-30-49-20	Fire Inv Training & Education	0.00	0.00	0.00	0.00	0.00
001-105-522-30-49-30	Fire Inv Specialty Materials	0.00	0.00	0.00	0.00	2,500.00
	Services	0.00	0.00	0.00	0.00	3,000.00
	<b>Intergovernmental Services</b>					
001-105-522-20-51-00	Enhanced 911	110,430.88	136,012.88	155,616.32	158,794.00	187,290.00
	Intergovernmental Services	110,430.88	136,012.88	155,616.32	158,794.00	187,290.00
<b>522</b>	<b>Fire &amp; Emergency Medical</b>	110,430.88	136,012.88	179,554.50	158,794.00	215,250.00
<b>525</b>	<b>Disaster Services</b>					
	Services					
001-105-525-20-43-00	Emerg Mgt Travel	0.00	0.00	0.00	0.00	0.00
001-105-525-20-49-20	Emerg Mgt Training & Education	0.00	0.00	0.00	0.00	0.00
	Services	0.00	0.00	0.00	0.00	0.00
	<b>Intergovernmental Services</b>					

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
001-105-525-20-51-00	Emergency Services	18,050.49	21,156.65	22,386.77	23,000.00	23,000.00
001-105-525-60-51-00	NW Wash Incident Mgmt Team	422.25	422.25	424.25	450.00	450.00
	<b>Intergovernmental Services</b>	<b>18,472.74</b>	<b>21,578.90</b>	<b>22,811.02</b>	<b>23,450.00</b>	<b>23,450.00</b>
<b>525</b>	<b>Disaster Services</b>	<b>18,472.74</b>	<b>21,578.90</b>	<b>22,811.02</b>	<b>23,450.00</b>	<b>23,450.00</b>
<b>105</b>	<b>Fire Investigation</b>	<b>128,903.62</b>	<b>157,591.78</b>	<b>202,365.52</b>	<b>182,244.00</b>	<b>238,700.00</b>



# Department Overview 2017 Budget

DEPARTMENT

001-110

Engineering

The Engineering Department provides oversight of the Street, Sewer, Stormwater and Buildings and Grounds departments, and technical support for City departments. The department reviews all the site plans for development in Burlington, including parking lot areas, street and utility improvements and public assistance with private project developments and city-financed projects. The department is also responsible for capital facilities projects including streets, sewers, pump stations, sidewalks, and traffic signals.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>● Renewed the Sewer Plant’s NPDES discharge permit.</li> </ul>	<ul style="list-style-type: none"> <li>● Redefine staff responsibilities due to retirement of long-term engineering technician position.</li> </ul>
<ul style="list-style-type: none"> <li>● Applied for WA State Transportation Improvement Board Overlay Grant for 2017; Burlington Boulevard Overlay.</li> </ul>	<ul style="list-style-type: none"> <li>● Develop detailed plan for modification of parks and recreation facility.</li> </ul>
<ul style="list-style-type: none"> <li>● Met Stormwater NPDES Phase II program requirements. Ensured private development met new permit requirements for redevelopment and new development permits.</li> </ul>	<ul style="list-style-type: none"> <li>● Complete design in-house of annual resurfacing program for remaining sections of Burlington Boulevard.</li> </ul>
<ul style="list-style-type: none"> <li>● Applied for WA State Transportation Improvement Board Sidewalk Grant for 2017– Gardner Road.</li> </ul>	<ul style="list-style-type: none"> <li>● Update the Traffic Element of the City Comprehensive Plan.</li> </ul>
<ul style="list-style-type: none"> <li>● Applied for WA State Transportation Improvement Board Arterial Street Grant – New East / West Arterial Connecting Burlington Boulevard and Walnut.</li> </ul>	<ul style="list-style-type: none"> <li>● Secure construction grants for projects that have only received grant funding for design.</li> </ul>
<ul style="list-style-type: none"> <li>● Develop concept and facilitated partnerships with private property owners for New East / West Arterial Connecting Burlington Boulevard and Walnut.</li> </ul>	<ul style="list-style-type: none"> <li>● Update storm drainage and sewer utility rates.</li> </ul>
<ul style="list-style-type: none"> <li>● Applied for WA State Transportation Improvement Board Arterial Street Grant for 2017 – Construction of intersection modifications improvement project at Fairhaven Ave and Cherry St.</li> </ul>	<ul style="list-style-type: none"> <li>● Construct partially funded intersection modifications improvement project at Fairhaven Ave and Cherry St.</li> </ul>
<ul style="list-style-type: none"> <li>● Applied for WSDOT/Safe Route to Schools Program for design and construction of sidewalk adjacent to SR20 from Skagit Street to Burlington Blvd.</li> </ul>	<ul style="list-style-type: none"> <li>● Request bids for construction of Fiber optic expansion project (Skagit County Economic Development Funds).</li> </ul>



# Department Overview 2017 Budget

DEPARTMENT

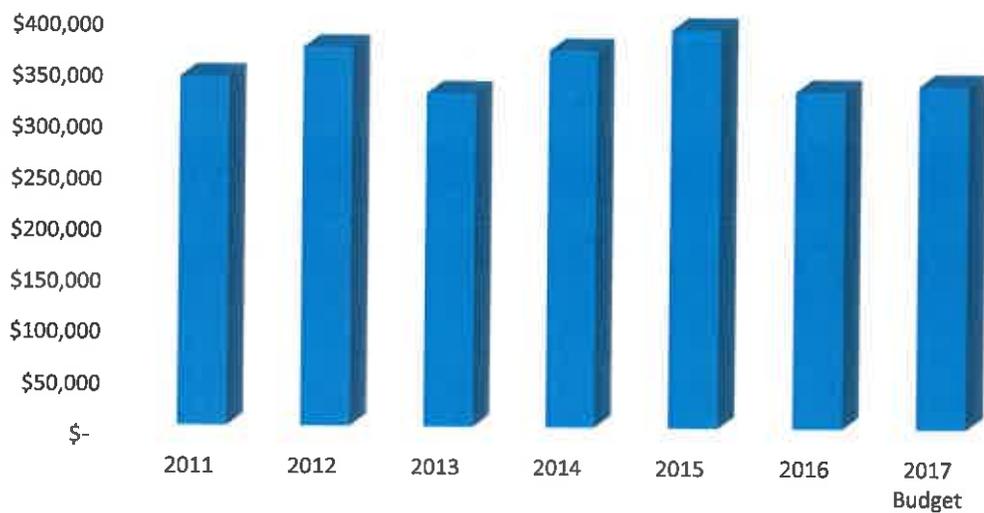
001-110

Engineering

POSITION SUMMARY		
POSITION TITLE	2016	2017
Public Works Director/City Engineer - Engineering	0.8	0.8
Public Works Director/City Engineer – Plan Reviews	0.2	0.2
Assistant Public Works Director/City Engineer - Engineering	0.8	0.8
Assistant Public Works Director/City Engineer – Plan Reviews	0.2	0.2
Engineering Technician – Engineering	0.8	0.8
Engineering Technician – Plan Reviews	0.2	0.2

## OPERATIONS & MAINTENANCE HISTORY

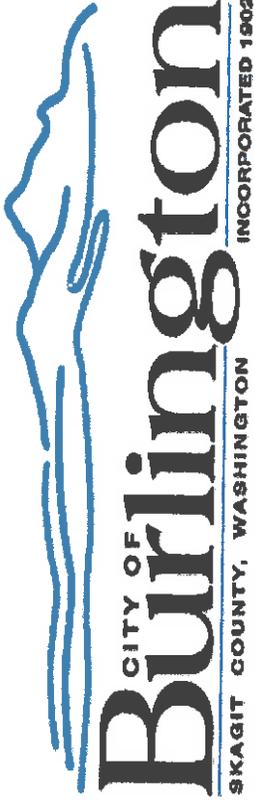
2011	2012	2013	2014	2015	2016	2017 Budget
\$341,575	\$370,433	\$326,205	\$368,282	\$389,340	\$329,748	\$335,910



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>110</b>	<b>Engineering</b>					
<b>544</b>	<b>RoadsStreets Operations</b>					
	Salaries & Wages					
001-110-544-20-10-00	Eng Salaries & Wages	0.00	0.00	231,773.23	0.00	230,700.00
	Salaries & Wages	0.00	0.00	231,773.23	0.00	230,700.00
	<b>Personnel Benefits</b>					
001-110-544-20-21-00	Eng Retirement	0.00	0.00	25,912.41	0.00	25,795.00
001-110-544-20-22-00	Eng L& I	0.00	0.00	1,316.61	0.00	1,075.00
001-110-544-20-23-00	Eng FICA	0.00	0.00	17,049.47	0.00	17,650.00
001-110-544-20-24-00	Eng Medical Insurance	0.00	0.00	35,127.78	0.00	36,245.00
001-110-544-20-27-00	Eng Protective Clothing	0.00	0.00	0.00	0.00	200.00
	Personnel Benefits	0.00	0.00	79,406.27	0.00	80,965.00
	<b>Supplies</b>					
001-110-544-20-31-00	Eng Office Supplies	0.00	0.00	7,304.97	0.00	7,000.00
001-110-544-20-32-00	Eng Fuel Consumed	0.00	0.00	812.25	0.00	1,500.00
001-110-544-20-35-00	Eng Small Tools & Equipment	0.00	0.00	210.52	0.00	1,000.00
	Supplies	0.00	0.00	8,327.74	0.00	9,500.00
	<b>Services</b>					
001-110-544-20-41-00	Eng Professional Services	0.00	0.00	1,280.31	0.00	500.00
001-110-544-20-41-05	Eng Consultant Dev Review	0.00	0.00	942.50	0.00	1,000.00
001-110-544-20-41-10	Eng Advertising	0.00	0.00	2,243.23	0.00	1,000.00
001-110-544-20-42-10	Eng Cell Phone	0.00	0.00	1,963.51	0.00	2,150.00
001-110-544-20-42-20	Eng Postage	0.00	0.00	403.46	0.00	0.00
001-110-544-20-42-30	Eng Telephone	0.00	0.00	132.01	0.00	720.00
001-110-544-20-43-00	Eng Travel	0.00	0.00	925.63	0.00	2,000.00
001-110-544-20-45-00	Eng Rentals	0.00	0.00	943.64	0.00	375.00
001-110-544-20-48-00	Eng Repair & Maint	0.00	0.00	335.97	0.00	2,000.00
001-110-544-20-49-10	Eng Dues & Subscriptions	0.00	0.00	395.69	0.00	1,000.00
001-110-544-20-49-20	Eng Training & Education	0.00	0.00	675.00	0.00	4,000.00
	Services	0.00	0.00	10,240.95	0.00	14,745.00
<b>544</b>	<b>RoadsStreets Operations</b>	0.00	0.00	329,748.19	0.00	335,910.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
110	Engineering	0.00	0.00	329,748.19	0.00	335,910.00



## Department Overview 2017 Budget

**DEPARTMENT**

001-112 & 001-115

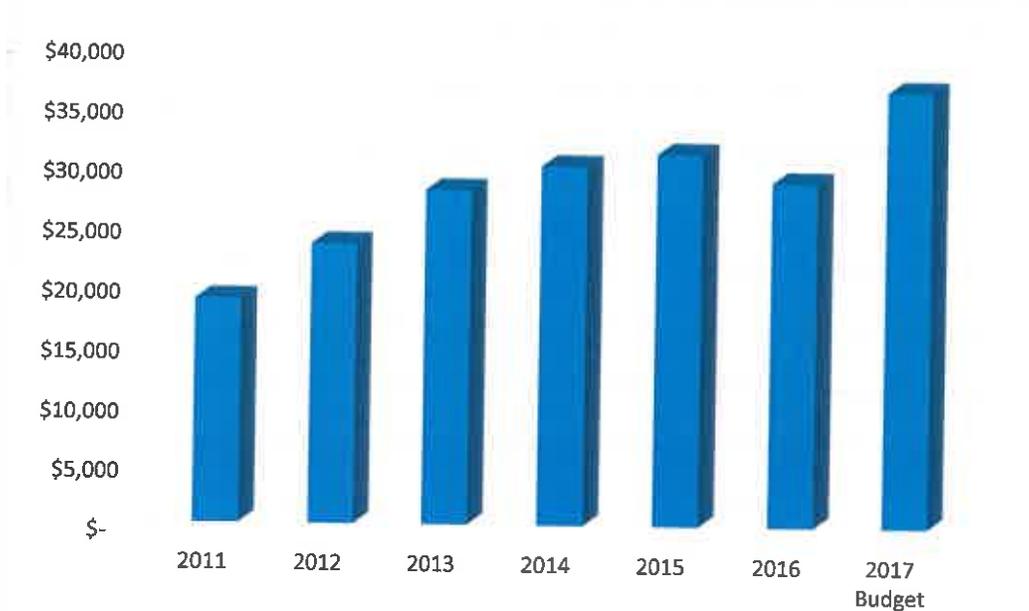
Current Expense Mental Health  
& Senior Services

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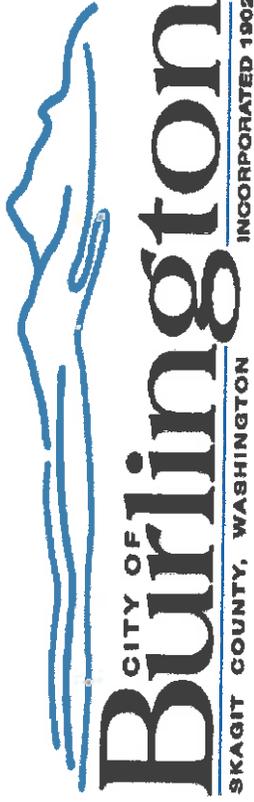
The city funds services provided for the care, treatment and control of mental and physical illness. A drug and alcoholism prevention treatment program is provided through contracts with direct service providers and is supported by a portion of city revenues from Liquor Excise Tax and Liquor Board Profits received from the State of Washington. Skagit Domestic Violence and Sexual Assault Services (SDV & SAS) are funded partially through a commitment of current expense resources and 50% of the Criminal Justice Area #3 funding from the State of Washington.

### OPERATIONS & MAINTENANCE HISTORY

2011	2012	2013	2014	2015	2016	2017 Budget
\$ 18,795	\$ 23,451	\$ 28,041	\$ 30,127	\$ 31,224	\$ 28,895	\$ 36,600



General Ledger  
2017 Adopted Expenditure Budget



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Period 01 - 15  
Fiscal Year 2017

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
112	Mental Health					
564	Mental Health Services					
	Services					
001-112-564-41-41-00	Mntl Hlth Skagit Domestic Viol	1,403.09	1,499.99	0.00	1,500.00	1,500.00
001-112-564-41-41-01	Mntl Hlth SDV & SAS Crim Just	2,046.91	3,000.00	4,500.00	3,000.00	3,000.00
001-112-564-41-41-02	Mntl Hlth Skagit Co CommAction	7,000.00	7,000.00	0.00	7,000.00	7,000.00
	Services	10,450.00	11,499.99	4,500.00	11,500.00	11,500.00
564	Mental Health Services	10,450.00	11,499.99	4,500.00	11,500.00	11,500.00
566	Chemical Dependency Services					
	Services					
001-112-566-41-41-00	Mntl Hlth Alcohol Program	9,677.15	9,723.62	11,294.86	12,000.00	12,000.00
	Services	9,677.15	9,723.62	11,294.86	12,000.00	12,000.00
566	Chemical Dependency Services	9,677.15	9,723.62	11,294.86	12,000.00	12,000.00
112	Mental Health	20,127.15	21,223.61	15,794.86	23,500.00	23,500.00

**DEPARTMENT**

**001-114**

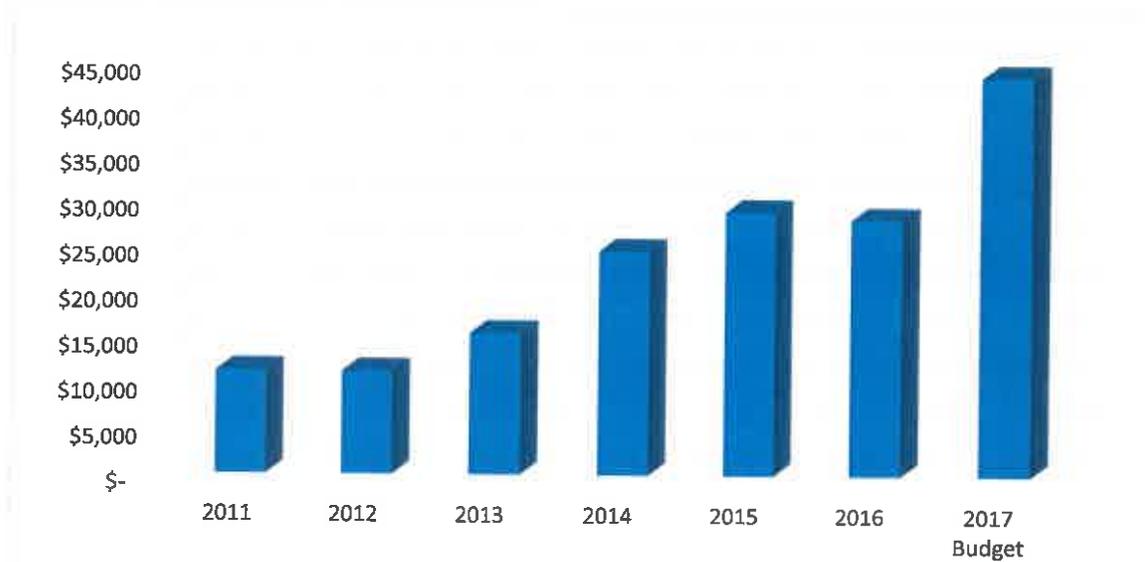
**Festivals**

The Festivals Fund supports the expense of staffing and incidentals involved in supporting our local Berry Dairy Days Festival in the summer, the Harvest festival in the fall and most recently the summer nights concert series throughout the summer. This fund was created to cover the excess costs associated with running and/or supporting these local events.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>• Successful Fireworks show and band to kick off Berry Dairy Days</li> </ul>	<ul style="list-style-type: none"> <li>• Continue with the Fireworks show and band as planned.</li> </ul>
<ul style="list-style-type: none"> <li>• Summer Nights Concert Series. 8 consecutive Fridays July through August. Very well attended each of the first two year.</li> </ul>	<ul style="list-style-type: none"> <li>• The goal is to keep a good thing going. This adds to the uniqueness of our community and brings people to our downtown showcase.</li> </ul>
<ul style="list-style-type: none"> <li>• Successful Harvest Festival and Pumpkin Pitch that was well attended. Many departments worked together to create a very popular family friendly event. A band was added this year.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue the Harvest Festival and Pumpkin Pitch as planned with suggested recommendations from wrap-up meeting.</li> </ul>

**OPERATIONS & MAINTENANCE HISTORY**

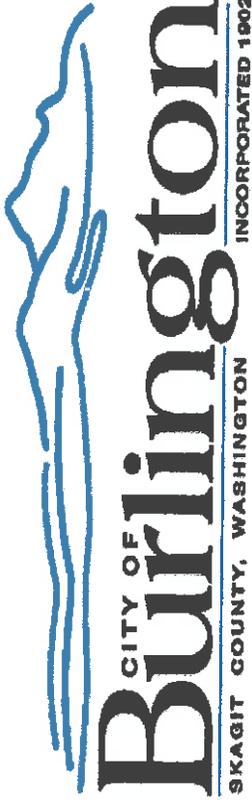
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 11,379	\$ 11,333	\$ 15,609	\$ 24,708	\$ 29,099	\$ 28,288	\$ 44,025



# General Ledger

## 2017 Adopted Expenditure Budget

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 Printed: 08/22/17 13:40:36  
 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
114	<b>Festivals</b>					
573	<b>Cultural &amp; Community Events</b>					
	Salaries & Wages	347.10	395.24	132.03	650.00	1,150.00
001-114-573-90-10-00	Festivals Salaries & Wages	6,377.90	6,062.43	6,182.45	6,850.00	6,850.00
001-114-573-90-11-00	Festivals Overtime	6,725.00	6,457.67	6,314.48	7,500.00	8,000.00
	Salaries & Wages					
	<b>Personnel Benefits</b>					
001-114-573-90-21-00	Festivals Retirement	420.05	472.77	597.12	550.00	895.00
001-114-573-90-22-00	Festivals L & I	114.56	127.48	113.10	115.00	600.00
001-114-573-90-23-00	Festivals FICA	476.81	487.52	467.37	450.00	615.00
001-114-573-90-24-00	Festivals Medical Insurance	873.56	1,002.90	2,937.51	1,100.00	1,000.00
001-114-573-90-25-00	Festivals Life Insurance	0.19	0.39	2.02	5.00	15.00
	<b>Personnel Benefits</b>	<b>1,885.17</b>	<b>2,091.06</b>	<b>4,117.12</b>	<b>2,220.00</b>	<b>3,125.00</b>
	<b>Supplies</b>					
001-114-573-90-31-10	Festivals Operating Supplies	0.00	0.00	0.00	0.00	700.00
001-114-573-90-35-00	Festivals Small Tools & Equip	51.78	997.49	587.47	400.00	400.00
	<b>Supplies</b>	<b>51.78</b>	<b>997.49</b>	<b>587.47</b>	<b>400.00</b>	<b>1,100.00</b>
	<b>Services</b>					
001-114-573-90-41-00	Festivals Band/Prof Svcs	1,571.50	2,671.50	1,964.27	2,900.00	0.00
001-114-573-90-41-01	Festivals Advertising	3,342.92	4,944.83	5,779.77	8,000.00	8,000.00
001-114-573-90-41-80	Festivals Bands	0.00	0.00	0.00	0.00	7,900.00
001-114-573-90-45-00	Festivals Rentals	4,732.00	5,536.03	3,124.80	5,950.00	5,900.00
001-114-573-90-49-00	Festivals Fireworks BDD	6,400.00	6,400.00	6,400.00	6,400.00	10,000.00
	<b>Services</b>	<b>16,046.42</b>	<b>19,552.36</b>	<b>17,268.84</b>	<b>23,250.00</b>	<b>31,800.00</b>
573	<b>Cultural &amp; Community Events</b>	<b>24,708.37</b>	<b>29,098.58</b>	<b>28,287.91</b>	<b>33,370.00</b>	<b>44,025.00</b>
114	<b>Festivals</b>	<b>24,708.37</b>	<b>29,098.58</b>	<b>28,287.91</b>	<b>33,370.00</b>	<b>44,025.00</b>

**DEPARTMENT**

**001-115**

**Parks & Recreation**

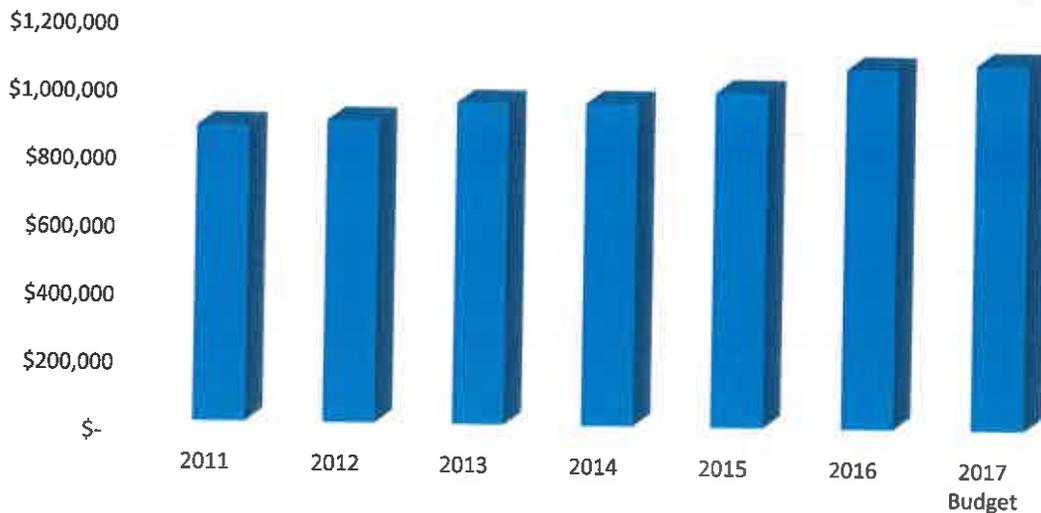
The Parks and Recreation department provides leisure and recreational opportunities to the Burlington community through interactive programming and community networking. Our mission is a commitment to provide recreational and leisure opportunities and professional service. Together Parks & Recreation provides recreational opportunities for all facets of our population.

**POSITION SUMMARY**

POSITION TITLE	2016	2017
Parks and Recreation Director	1	1
Parks Supervisor	1	1
Recreation Coordinator	1	1
Parks and Recreation Staff Assistant	1	1
Parks and Recreation Receptionist	0.5	0.5
Utility 1 Staff	4	4
Parks Seasonal Staff	1	1
Monitors On-Call	4	4
Recreation Part Time Staff	10	10

**OPERATIONS & MAINTENANCE HISTORY**

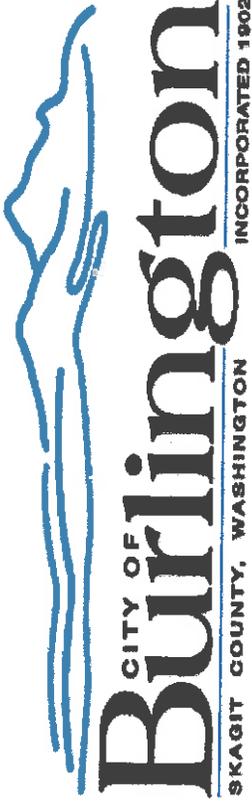
2011	2012	2013	2014	2015	2016	2017 Budget
\$870,686	\$889,531	\$947,392	\$949,011	\$986,107	\$1,059,227	\$1,075,000



# General Ledger

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Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
<b>115</b>	<b>Parks &amp; Recreation</b>					
<b>569</b>	<b>Aging &amp; Disability Services</b>					
	Services					
001-115-569-10-41-70	Sr Svc Senior Services	0.00	0.00	0.00	0.00	13,100.00
	Services	0.00	0.00	0.00	0.00	13,100.00
<b>569</b>	<b>Aging &amp; Disability Services</b>					
<b>571</b>	<b>Educ &amp; Recreational Activities</b>					
	Salaries & Wages					
001-115-571-10-10-00	PksRecAdm Salaries & Wages	0.00	0.00	0.00	0.00	142,555.00
001-115-571-10-10-10	PksRecAdm Part Time Wages	0.00	0.00	0.00	0.00	19,950.00
001-115-571-10-11-00	PksRecAdm Overtime	0.00	0.00	0.00	0.00	500.00
001-115-571-20-10-00	Rec Salaries & Wages	158,878.54	162,251.33	160,859.15	165,715.00	64,260.00
001-115-571-20-10-10	Rec Part Time Wages	16,555.55	18,132.88	17,951.71	28,520.00	6,250.00
001-115-571-20-10-15	Rec Seasonal Wages	0.00	0.00	0.00	0.00	8,770.00
001-115-571-20-11-00	Rec Overtime	0.00	0.00	1,173.61	500.00	500.00
	Salaries & Wages	175,434.09	180,384.21	179,984.47	194,735.00	242,785.00
	<b>Personnel Benefits</b>					
001-115-571-10-21-00	PksRecAdm Retirement	0.00	0.00	0.00	0.00	17,690.00
001-115-571-10-22-00	PksRecAdm L & I	0.00	0.00	0.00	0.00	1,690.00
001-115-571-10-23-00	PksRecAdm FICA	0.00	0.00	0.00	0.00	12,470.00
001-115-571-10-24-00	PksRecAdm Medical Insurance	0.00	0.00	1,224.15	0.00	36,735.00
001-115-571-10-27-00	PksRecAdm Uniform & Clothing	0.00	0.00	0.00	0.00	200.00
001-115-571-20-21-00	Rec Retirement	14,632.84	17,306.99	16,873.62	20,690.00	7,240.00
001-115-571-20-22-00	Rec L & I	1,010.40	1,190.14	1,179.80	1,050.00	2,825.00
001-115-571-20-23-00	Rec FICA	13,153.17	13,597.00	13,590.84	13,760.00	6,105.00
001-115-571-20-24-00	Rec Medical Insurance	40,913.04	41,947.26	36,685.78	42,190.00	26,410.00
001-115-571-20-27-00	Rec Uniform & Clothing	0.00	226.55	389.27	400.00	200.00
	Personnel Benefits	69,709.45	74,267.94	69,943.46	78,090.00	111,565.00
	<b>Supplies</b>					
001-115-571-10-31-00	PksRecAdm Office Supplies	0.00	0.00	0.00	0.00	750.00
001-115-571-10-32-00	PksRecAdm Fuel Consumed	0.00	0.00	0.00	0.00	250.00
001-115-571-10-35-00	PksRecAdm Small Tools & Equip	0.00	0.00	0.00	0.00	1,000.00

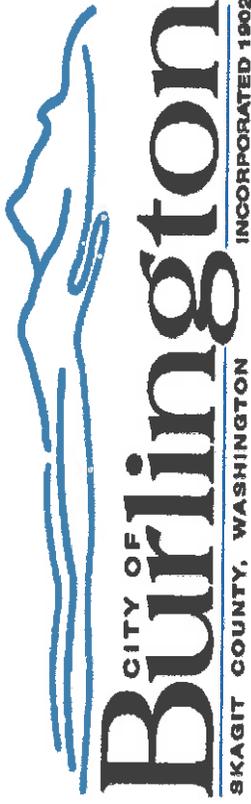
Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-115-571-20-31-00	Rec Office Supplies	472.41	866.48	458.70	500.00	150.00
001-115-571-20-31-10	Rec Operating Supplies	8,252.67	6,537.18	6,028.55	9,000.00	9,150.00
001-115-571-20-32-00	Rec Fuel Consumed	511.24	742.77	720.80	1,000.00	750.00
001-115-571-20-34-00	Rec Supplies for Resale	1,383.07	0.00	231.76	1,500.00	1,500.00
001-115-571-20-35-00	Rec Small Tools & Equipment Supplies	765.56	1,040.12	799.43	1,700.00	1,000.00
		<b>11,384.95</b>	<b>9,186.55</b>	<b>8,239.24</b>	<b>13,700.00</b>	<b>14,550.00</b>
	<b>Services</b>					
001-115-571-10-41-00	PksRecAdm Professional Service	0.00	0.00	1,051.26	0.00	100.00
001-115-571-10-42-10	PksRecAdm Cell Phone	0.00	0.00	0.00	0.00	705.00
001-115-571-10-42-20	PksRecAdm Postage	0.00	0.00	171.35	0.00	250.00
001-115-571-10-42-30	PksRecAdm Telephone	0.00	0.00	124.83	0.00	685.00
001-115-571-10-43-00	PksRecAdm Travel	0.00	0.00	0.00	0.00	1,100.00
001-115-571-10-48-00	PksRecAdm Repair & Maint	0.00	0.00	648.46	0.00	2,000.00
001-115-571-10-49-10	PksRecAdm Dues & Subscriptions	0.00	0.00	0.00	0.00	300.00
001-115-571-10-49-20	PksRecAdm Training & Education	0.00	0.00	0.00	0.00	1,180.00
001-115-571-10-49-60	PksRecAdm Software Maintenance	0.00	0.00	0.00	0.00	2,300.00
001-115-571-10-49-95	PksRecAdm Bank Service Charges	0.00	0.00	0.00	0.00	3,600.00
001-115-571-20-41-00	Rec Professional Services	15,104.24	19,207.14	13,519.01	18,500.00	18,500.00
001-115-571-20-41-01	Rec Advertising	2,113.75	2,621.93	1,991.64	2,150.00	2,150.00
001-115-571-20-42-10	Rec Cell Phone	0.00	0.00	960.04	0.00	705.00
001-115-571-20-42-20	Rec Postage	0.00	0.00	128.87	0.00	200.00
001-115-571-20-42-30	Rec Telephone	0.00	0.00	123.77	0.00	685.00
001-115-571-20-43-00	Rec Travel	182.00	639.26	278.40	1,100.00	700.00
001-115-571-20-48-00	Rec Repair & Maintenance	2,333.76	2,098.05	2,571.43	2,400.00	500.00
001-115-571-20-49-00	DNU Miscellaneous	2,126.64	1,710.42	0.00	2,850.00	0.00
001-115-571-20-49-10	Rec Dues & Subscriptions	0.00	0.00	475.17	0.00	285.00
001-115-571-20-49-20	Rec Training & Education Services	0.00	0.00	326.00	0.00	400.00
		<b>21,860.39</b>	<b>26,276.80</b>	<b>24,229.91</b>	<b>27,000.00</b>	<b>36,345.00</b>
	<b>Intergovernmental Services</b>					
001-115-571-20-53-00	Rec Excise Tax	563.95	671.18	2,275.19	750.00	750.00
		<b>563.95</b>	<b>671.18</b>	<b>2,275.19</b>	<b>750.00</b>	<b>750.00</b>
<b>571</b>	<b>Educ &amp; Recreational Activities</b>	<b>278,952.83</b>	<b>290,786.68</b>	<b>284,672.27</b>	<b>314,275.00</b>	<b>405,995.00</b>
<b>576</b>	<b>Park Facilities</b>					
	<b>Salaries &amp; Wages</b>					
001-115-576-80-10-00	Parks Salaries & Wages	319,579.09	325,457.55	350,222.82	340,545.00	291,990.00
001-115-576-80-10-10	Parks Part Time Wages	15,359.56	18,406.10	21,317.87	15,820.00	3,015.00
001-115-576-80-10-15	Parks Seasonal Wages	0.00	0.00	0.00	0.00	7,800.00
001-115-576-80-11-00	Parks Overtime	695.09	1,213.63	2,874.56	2,000.00	2,300.00
		<b>335,633.74</b>	<b>345,077.28</b>	<b>374,415.25</b>	<b>358,365.00</b>	<b>305,105.00</b>
	<b>Personnel Benefits</b>					
001-115-576-80-21-00	Parks Retirement	29,497.12	34,642.41	37,914.66	39,145.00	34,110.00
001-115-576-80-22-00	Parks L & I	5,831.42	5,951.10	6,676.29	6,070.00	7,865.00
001-115-576-80-23-00	Parks FICA	25,418.55	26,551.34	28,680.66	27,415.00	23,340.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
001-115-576-80-24-00	Parks Medical Insurance	76,833.52	81,067.02	80,769.38	82,270.00	81,360.00
001-115-576-80-25-00	Parks Life Insurance	66.14	69.41	71.04	70.00	45.00
001-115-576-80-27-00	Parks Protective Clothing	1,273.98	964.33	1,442.08	1,500.00	1,750.00
	<b>Personnel Benefits</b>	<b>138,920.73</b>	<b>149,245.61</b>	<b>155,554.11</b>	<b>156,470.00</b>	<b>148,470.00</b>
	<b>Supplies</b>					
001-115-576-80-31-00	Parks Office Supplies	13,825.42	24,192.24	455.85	32,950.00	0.00
001-115-576-80-31-10	Parks Operating Supplies	0.00	0.00	29,858.12	0.00	32,950.00
001-115-576-80-32-00	Parks Fuel Consumed	16,149.44	9,090.07	9,689.45	15,400.00	15,400.00
001-115-576-80-35-00	Parks Small Tools & Equipment	2,728.18	8,724.66	32,390.42	10,850.00	10,850.00
	<b>Supplies</b>	<b>32,703.04</b>	<b>42,006.97</b>	<b>72,393.84</b>	<b>59,200.00</b>	<b>59,200.00</b>
	<b>Services</b>					
001-115-576-80-41-00	Parks Professional Service	0.00	1,072.43	5,352.00	2,000.00	2,000.00
001-115-576-80-42-00	Parks Communications	1,178.59	1,809.60	0.00	1,545.00	0.00
001-115-576-80-42-10	Parks Cell Phone	0.00	0.00	1,669.89	0.00	1,740.00
001-115-576-80-42-20	Parks Postage	0.00	0.00	252.76	0.00	100.00
001-115-576-80-42-30	Parks Telephone	0.00	0.00	648.10	0.00	680.00
001-115-576-80-43-00	Parks Travel	637.42	1,023.36	202.10	1,600.00	750.00
001-115-576-80-45-00	Parks Rentals	20,883.10	24,376.83	16,227.45	24,000.00	24,000.00
001-115-576-80-46-00	Parks Liability Insurance	29,173.53	19,004.24	32,358.56	20,285.00	30,000.00
001-115-576-80-47-00	Parks Misc Utilities	10,245.85	9,131.87	11,158.54	10,000.00	10,000.00
001-115-576-80-47-01	DNU Parks Com Hall Utilities	32,289.62	22,640.03	21,103.47	27,000.00	0.00
001-115-576-80-47-05	Parks Rotary Utilities	1,045.65	1,236.23	730.32	1,130.00	1,130.00
001-115-576-80-47-06	Parks Maiben Utilities	353.89	362.70	270.86	1,000.00	1,000.00
001-115-576-80-47-07	Parks River Pk Utilities	30,833.70	36,960.99	34,507.94	35,000.00	32,180.00
001-115-576-80-47-09	Parks Horseshoe Pits	1,055.42	1,197.78	1,497.58	1,100.00	1,100.00
001-115-576-80-47-10	Parks Water Park	3,114.06	3,624.79	3,256.28	3,600.00	3,600.00
001-115-576-80-48-00	Parks Bldgs Repair & Maint	2,785.01	8,200.99	11,992.99	4,000.00	4,000.00
001-115-576-80-48-01	Parks Grds Repair & Maint	8,131.02	3,487.98	4,214.83	10,000.00	5,000.00
001-115-576-80-48-02	Parks Vehicle Maint	1,829.09	3,771.15	3,294.18	5,100.00	5,000.00
001-115-576-80-48-03	Parks Equip Repair & Maint	5,677.86	6,665.61	6,533.09	9,650.00	2,000.00
001-115-576-80-48-04	Parks Mower Repair & Mnce	1,090.06	787.83	1,945.34	1,750.00	1,750.00
001-115-576-80-49-01	DNU Parks Special Assessments	10,618.99	10,156.11	9,957.22	10,200.00	0.00
001-115-576-80-49-10	Parks Dues & Subscriptions	0.00	0.00	439.51	0.00	200.00
001-115-576-80-49-20	Parks Training & Education	0.00	0.00	152.00	0.00	2,000.00
001-115-576-80-49-50	Parks Uniforms & Mats	0.00	0.00	1,328.61	0.00	5,000.00
001-115-576-80-49-75	Parks Licensing Fees	0.00	0.00	0.00	0.00	0.00
001-115-576-80-49-90	Parks Regulatory Fees	0.00	0.00	574.70	0.00	0.00
	<b>Services</b>	<b>160,942.86</b>	<b>155,510.52</b>	<b>169,668.32</b>	<b>168,960.00</b>	<b>133,230.00</b>
	<b>Intergovernmental Services</b>					
001-115-576-80-50-99	Parks Dike Assessments	0.00	0.00	0.00	0.00	7,900.00
001-115-576-80-53-00	Parks Excise Tax	1,858.13	3,480.04	2,522.92	2,000.00	2,000.00
	<b>Intergovernmental Services</b>	<b>1,858.13</b>	<b>3,480.04</b>	<b>2,522.92</b>	<b>2,000.00</b>	<b>9,900.00</b>
<b>576</b>	<b>Park Facilities</b>	<b>670,058.50</b>	<b>695,320.42</b>	<b>774,554.44</b>	<b>744,995.00</b>	<b>655,905.00</b>

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
115	Parks & Recreation	949,011.33	986,107.10	1,059,226.71	1,059,270.00	1,075,000.00

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Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
200	Current Expense General					
597	Transfers Out					
	Non-Expenditures					
001-200-597-00-01-02	Transfer to Arterial Streets	0.00	0.00	250,000.00	1,000,000.00	432,275.00
001-200-597-00-01-16	Transfer to Cemetery Fund	0.00	0.00	12,500.00	50,000.00	25,000.00
001-200-597-00-03-00	Transfer to CE Capital Reserve	740,000.00	450,000.00	425,000.00	850,000.00	265,000.00
001-200-597-00-05-01	Transfer to ER&R Fund	195,000.00	195,000.00	48,750.00	195,000.00	461,625.00
	Non-Expenditures	935,000.00	645,000.00	736,250.00	2,095,000.00	1,183,900.00
597	Transfers Out	935,000.00	645,000.00	736,250.00	2,095,000.00	1,183,900.00
200	Current Expense General	935,000.00	645,000.00	736,250.00	2,095,000.00	1,183,900.00



# Department Overview 2017 Budget

DEPARTMENT

101-000

Streets

<p>The purpose of the Streets department is to maintain the street transportation network system, including traveled way, signals, street markings, signs, and storm drainage and maintain vegetation and landscaping in the right of way. This department provides clean and well-maintained streets and public rights of way; provides a safe non-motorized network throughout the City and maintains, cleans and repairs all existing drainage systems.</p>	
2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>• Hire 2 FTE</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Alley and Shoulder Paving Program</li> </ul>
<ul style="list-style-type: none"> <li>• Skagit River Park Regrade and Gravel Parking Area Roads.</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Sidewalk and Curb Replacement Program</li> </ul>
<ul style="list-style-type: none"> <li>• North Blvd Landscape Update and Round About Stamp Concrete</li> </ul>	<ul style="list-style-type: none"> <li>• Purchase Thermal Plastic pavement marking machine. Do work in-house.</li> </ul>
<ul style="list-style-type: none"> <li>• Burlington Vision Curb &amp; Gutter and Sidewalk</li> </ul>	<ul style="list-style-type: none"> <li>• Remove problem Street Trees</li> </ul>
<ul style="list-style-type: none"> <li>• Sidewalk Repair due to Tree Roots- Port Drive, Gilkey, Monroe</li> </ul>	<ul style="list-style-type: none"> <li>• Award Contract for Covered Equipment Storage at City Shop</li> </ul>
<ul style="list-style-type: none"> <li>• Rebuild Curb &amp; Gutter, add V Gutter and Asphalt @ Crystal Court Cul-de-sac</li> </ul>	<ul style="list-style-type: none"> <li>• 2017 Standard Maint : Button Replace &amp; Additions, Crack Seal, Alley Grading, Yearly Paint Striping, Tree Trimming, Mowing, Sweeping, Weed Control, Pot Holes</li> </ul>
<ul style="list-style-type: none"> <li>• Burlington Blvd. Manhole Ring and Cover rehabilitation</li> </ul>	<ul style="list-style-type: none"> <li>• Efficiently complete any task we are asked to tackle.</li> </ul>
<ul style="list-style-type: none"> <li>• County Shop Lane Fiber Optic</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<ul style="list-style-type: none"> <li>• Washington &amp; Pine Shoulder Improvements Sidewalk Repair and Asphalt</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<ul style="list-style-type: none"> <li>• Standard Maint : Button Replace &amp; Additions, Crack Seal, Alley Grading, Yearly Paint Striping, Tree Trimming, Mowing, Sweeping, Weed Control, Pot Holes.....</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

POSITION SUMMARY		
POSITION TITLE	2016	2017
Street Supervisor (50%)	0.5	0.5
Lead (2 staff @ 50%)	1	1
Utility I (3 staff @ 50%)	1.5	1.5
Seasonal Temp	1, 040 hours	1,040 hours



# Department Overview 2017 Budget

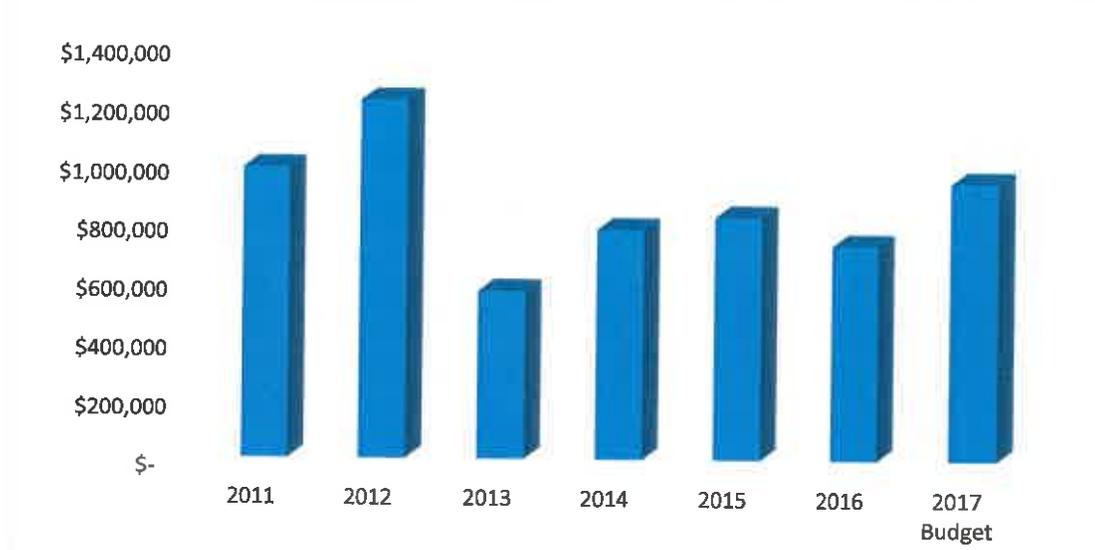
DEPARTMENT

101-000

Streets

## OPERATIONS & MAINTENANCE HISTORY

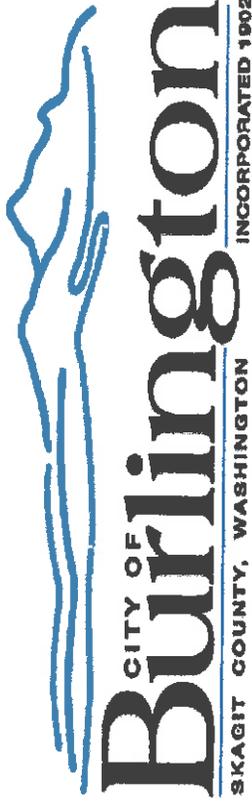
2011	2012	2013	2014	2015	2016	2017 Budget
\$988,530	\$ 1,219,178	\$571,402	\$783,142	\$826,163	\$730,361	\$945,310



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
101	City Street Fund					
101	Streets					
542	RoadsStreets Maintenance					
	Salaries & Wages					
101-101-542-30-10-00	Street Salaries & Wages	0.00	0.00	177,915.95	0.00	188,010.00
101-101-542-30-10-15	Street Seasonal Wages	0.00	0.00	0.00	0.00	19,320.00
101-101-542-30-11-00	Street Overtime	0.00	0.00	1,793.50	0.00	3,000.00
	Salaries & Wages	0.00	0.00	179,709.45	0.00	210,330.00
	Personnel Benefits					
101-101-542-30-21-00	Street Retirement	0.00	0.00	19,907.20	0.00	21,020.00
101-101-542-30-22-00	Street L & I	0.00	0.00	4,614.11	0.00	6,590.00
101-101-542-30-23-00	Street FICA	0.00	0.00	14,640.75	0.00	16,090.00
101-101-542-30-24-00	Street Medical Insurance	0.00	0.00	57,630.06	0.00	62,770.00
101-101-542-30-25-00	Street Life Insurance	0.00	0.00	46.80	0.00	55.00
101-101-542-30-27-00	Street Protective Clothing	0.00	0.00	1,640.71	0.00	2,650.00
	Personnel Benefits	0.00	0.00	98,479.63	0.00	109,175.00
	Supplies					
101-101-542-30-31-00	Street Office Supplies	0.00	0.00	392.61	0.00	0.00
101-101-542-30-31-10	Street Operating Supplies	0.00	0.00	67,599.83	0.00	10,600.00
101-101-542-30-31-30	Street Vehicle Maint Supplies	0.00	0.00	488.67	0.00	10,000.00
101-101-542-30-31-50	Street Road Repair & Maint Sup	0.00	0.00	1,811.25	0.00	30,000.00
101-101-542-30-31-51	Street Road Striping Paint Sup	0.00	0.00	0.00	0.00	5,500.00
101-101-542-30-31-52	Street Snow & Ice Supplies	0.00	0.00	4,150.39	0.00	6,000.00
101-101-542-30-31-70	Street In-House Sm Project Sup	0.00	0.00	0.00	0.00	10,000.00
101-101-542-30-31-71	Street In-House Sidewalk Sup	0.00	0.00	2,822.73	0.00	12,000.00
101-101-542-30-32-00	Street Fuel Consumed	0.00	0.00	18,545.51	0.00	24,600.00
101-101-542-30-35-00	Street Small Tools & Equipment	0.00	0.00	5,933.17	0.00	7,150.00
101-101-542-90-31-00	DNU Supplies	13,695.56	27,606.63	0.00	25,700.00	0.00
101-101-542-90-31-10	DNU Vehicle Supplies	2,481.65	939.98	0.00	0.00	0.00
	Supplies	16,177.21	28,546.61	101,744.16	25,700.00	115,850.00
	Services					
101-101-542-30-41-00	Street Professional Services	0.00	0.00	3,502.95	0.00	1,000.00
101-101-542-30-42-10	Street Cell Phone	0.00	0.00	3,364.05	0.00	3,775.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
101-101-542-30-42-30	Street Telephone	0.00	0.00	124.84	0.00	0.00
101-101-542-30-43-00	Street Travel	0.00	0.00	156.00	0.00	1,000.00
101-101-542-30-45-00	Street Rentals	0.00	0.00	5,782.34	0.00	3,000.00
101-101-542-30-45-10	Street Contracted Snow Removal	0.00	0.00	0.00	0.00	5,000.00
101-101-542-30-46-00	Street Insurance	0.00	0.00	10,342.94	0.00	6,050.00
101-101-542-30-47-00	Street Utilities	0.00	0.00	10,791.70	0.00	10,300.00
101-101-542-30-47-10	Street Lighting & Signals Util	0.00	0.00	144,563.09	0.00	140,000.00
101-101-542-30-47-20	Street Signals Repair & Maint	0.00	0.00	48.41	0.00	15,000.00
101-101-542-30-48-00	Street Flagging Services	0.00	0.00	2,333.56	0.00	5,000.00
101-101-542-30-48-10	Street Vehicle Repair & Maint	0.00	0.00	1,318.95	0.00	5,000.00
101-101-542-30-48-50	Street Contract Repair & Maint	0.00	0.00	3,378.11	0.00	25,700.00
101-101-542-30-48-52	Street Contr Vegetation Maint	0.00	0.00	5,093.13	0.00	10,300.00
101-101-542-30-48-55	Street Contracted Sidewalks	0.00	0.00	4,780.18	0.00	13,000.00
101-101-542-30-49-10	Street Dues & Subscriptions	0.00	0.00	36.67	0.00	0.00
101-101-542-30-49-20	Street Training & Education	0.00	0.00	831.00	0.00	1,500.00
101-101-542-30-49-50	Street Uniforms & Mats	0.00	0.00	1,684.52	0.00	1,600.00
101-101-542-30-49-70	Street Debris Disposal	0.00	0.00	6,710.95	0.00	10,000.00
101-101-542-30-49-72	Streets Concrete & Asphalt Dis	0.00	0.00	0.00	0.00	0.00
101-101-542-30-49-75	Street Oil Disposal	0.00	0.00	258.00	0.00	500.00
101-101-542-30-49-90	Street Regulatory Fees	0.00	0.00	439.00	0.00	5,000.00
101-101-542-90-47-00	DNU Street Utilities Services	6,414.30	6,857.41	205,540.39	10,300.00	272,725.00
		6,414.30	6,857.41		10,300.00	
101-101-542-30-50-99	Intergovernmental Services	0.00	0.00	5,004.44	0.00	5,200.00
	Street Dike Assessments	0.00	0.00	5,004.44	0.00	5,200.00
542	Intergovernmental Services	22,591.51	35,404.02	590,478.07	36,000.00	713,280.00
597	RoadsStreets Maintenance					
	Transfers Out					
	Non-Expenditures					
101-101-597-00-00-01	Transfer to - Current Expense	0.00	135,000.00	89,633.00	0.00	89,650.00
101-101-597-00-05-01	Transfer to - ER & R	50,250.00	50,250.00	50,250.00	50,250.00	142,380.00
	Non-Expenditures	50,250.00	185,250.00	139,883.00	50,250.00	232,030.00
597	Transfers Out	50,250.00	185,250.00	139,883.00	50,250.00	232,030.00
101	Streets	72,841.51	220,654.02	730,361.07	86,250.00	945,310.00



# Department Overview 2017 Budget

DEPARTMENT

102-000

## Arterial Streets

This fund provides the administrative and accounting framework to design and construct complex City street projects which add transportation system capacity to the City's transportation network.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>Design traffic signal at Skagit Street and SR20.</li> </ul>	<ul style="list-style-type: none"> <li>Resurface the sections of George Hopper and south Burlington Boulevard that were used as part of the detour route during the I-5 bridge collapse.</li> </ul>
<ul style="list-style-type: none"> <li>Design federally funded intersection modifications improvement project at Fairhaven Ave and Cherry St.</li> </ul>	<ul style="list-style-type: none"> <li>Design interchange improvements on the east side of George Hopper.</li> </ul>
<ul style="list-style-type: none"> <li>Secure Right of Way for Phase I improvements of George Hopper Interchange Project and/or modify the current design to improve mobility in this corridor.</li> </ul>	<ul style="list-style-type: none"> <li>Design of New East / West Arterial Connecting Burlington Boulevard and Walnut.</li> </ul>
<ul style="list-style-type: none"> <li>Find a funding source for construction of intersection modifications at Fairhaven Avenue and Cherry Street.</li> </ul>	<ul style="list-style-type: none"> <li>Construction of federally funded intersection modifications improvement project at Fairhaven Ave and Cherry St.</li> </ul>
<ul style="list-style-type: none"> <li>Design trail extension from Cascade Mall to Pease Road</li> </ul>	<ul style="list-style-type: none"> <li>Design and Construction of Traffic Safety Project; George Hopper Signal Enhancements.</li> </ul>
<ul style="list-style-type: none"> <li>Construction of compact roundabout and sidewalk improvements at Anacortes Street/Gilkey Road.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<ul style="list-style-type: none"> <li>Completed pavement overlay of several local streets (Rio Vista Ave, Gilkey Ave, and Whitmarsh Rd).</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<ul style="list-style-type: none"> <li>Construct pervious concrete parking lot south of Stowe's Department Store.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<ul style="list-style-type: none"> <li>Construct pervious concrete shoulders on Hazel and Regent Streets.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>



# Department Overview 2017 Budget

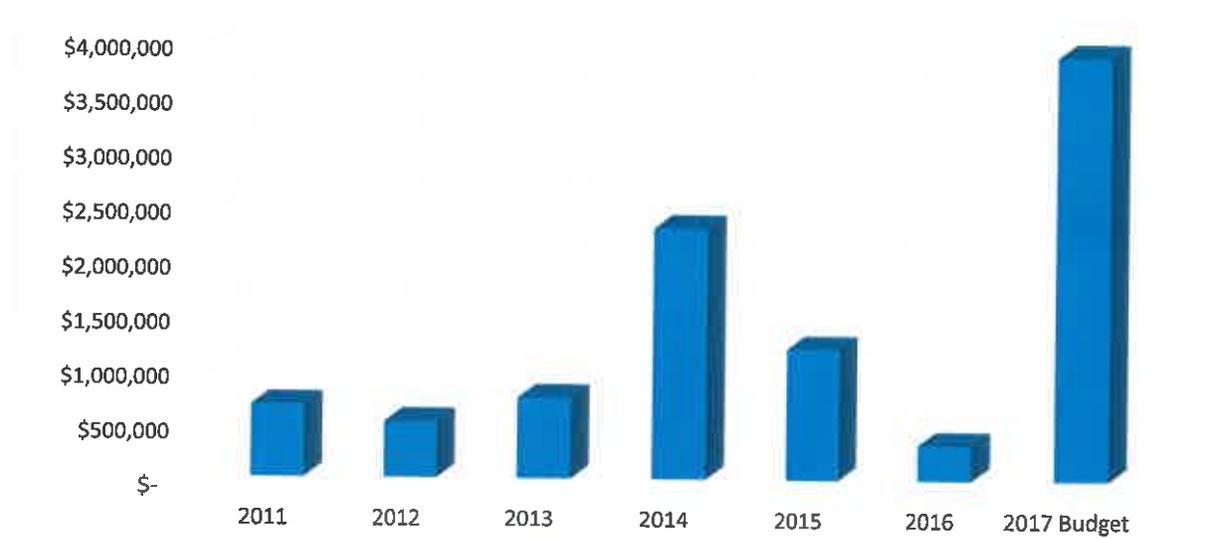
DEPARTMENT

102-000

Arterial Streets

## CAPITAL EXPENDITURES HISTORY

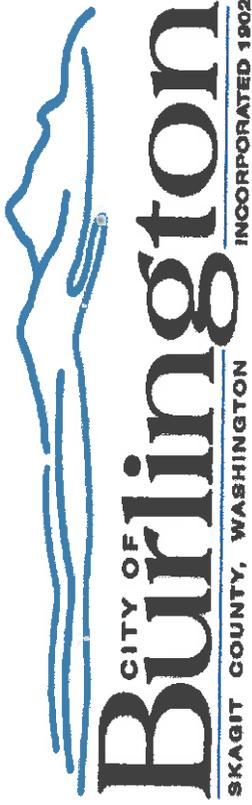
2011	2012	2013	2014	2015	2016	2017 Budget
\$668,909	\$517,423	\$745,965	\$ 2,300,127	\$ 1,201,927	\$328,295	\$ 3,884,775



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
102	Arterial Street Fund					
102	Arterial Streets					
542	RoadsStreets Maintenance Services					
102-102-542-30-41-90	Art St Public Notices Services	0.00	0.00	0.00	0.00	1,000.00
		0.00	0.00	0.00	0.00	1,000.00
542	RoadsStreets Maintenance					
591	Redemption of Debt					
102-102-591-95-71-00	Debt Service Principal	234,965.20	237,558.12	240,466.85	240,467.00	243,300.00
	Debt Service Principal	234,965.20	237,558.12	240,466.85	240,467.00	243,300.00
591	Redemption of Debt	234,965.20	237,558.12	240,466.85	240,467.00	243,300.00
592	Interest & Other Debt Svc Cost					
102-102-592-95-83-00	Debt Service Interest & Other Interest	39,806.28	37,213.36	34,304.59	34,305.00	31,475.00
	Debt Service Interest & Other	39,806.28	37,213.36	34,304.59	34,305.00	31,475.00
592	Interest & Other Debt Svc Cost	39,806.28	37,213.36	34,304.59	34,305.00	31,475.00
594	Capital Expenditures					
102-102-594-44-60-01	Capital Outlay	0.00	0.00	0.00	0.00	180,000.00
	Art St Equipment Shelter Capital Outlay	0.00	0.00	0.00	0.00	180,000.00
594	Capital Expenditures	0.00	0.00	0.00	0.00	180,000.00
595	Streets Capital Improvements					
102-102-595-10-60-01	Capital Outlay	0.00	0.00	0.00	0.00	2,100,000.00
102-102-595-10-60-02	Art St Hopper Interchg Engin	0.00	0.00	0.00	0.00	75,000.00
102-102-595-10-60-03	Art St Roadway Engineering	0.00	0.00	0.00	0.00	10,000.00
102-102-595-30-60-01	Art St Frhaven Chrry Inter Mod	0.00	0.00	0.00	0.00	385,000.00
	Art St Travel Way St Overlays	0.00	0.00	0.00	0.00	

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
102-102-595-30-60-02	Art St TIB Overlay	0.00	0.00	0.00	0.00	0.00
102-102-595-62-60-01	Art St Pease Rd Non-Motor Cnct	0.00	0.00	0.00	0.00	24,000.00
102-102-595-62-63-01	Pease Rd Non-Motorized Connect	0.00	908.08	44,109.64	81,000.00	0.00
102-102-595-64-60-01	Art St SR20Skagit St Signals	0.00	0.00	0.00	0.00	80,000.00
102-102-595-64-60-03	Art St Geo Hopper Signal Grant	0.00	0.00	0.00	0.00	725,000.00
102-102-595-64-63-16	DNU Traffic Safety Program	2,025,355.80	926,247.24	9,413.63	30,000.00	0.00
102-102-595-69-60-01	Art St Traf Safety Program	0.00	0.00	0.00	0.00	30,000.00
102-102-595-69-69-00	Art St Traf Impact Fees Refund	0.00	0.00	0.00	0.00	0.00
	<b>Capital Outlay</b>	<b>2,025,355.80</b>	<b>927,155.32</b>	<b>53,523.27</b>	<b>111,000.00</b>	<b>3,429,000.00</b>
<b>595</b>	<b>Streets Capital Improvements</b>	<b>2,025,355.80</b>	<b>927,155.32</b>	<b>53,523.27</b>	<b>111,000.00</b>	<b>3,429,000.00</b>
<b>102</b>	<b>Arterial Streets</b>	<b>2,300,127.28</b>	<b>1,201,926.80</b>	<b>328,294.71</b>	<b>385,772.00</b>	<b>3,884,775.00</b>



# Department Overview 2017 Budget

DEPARTMENT

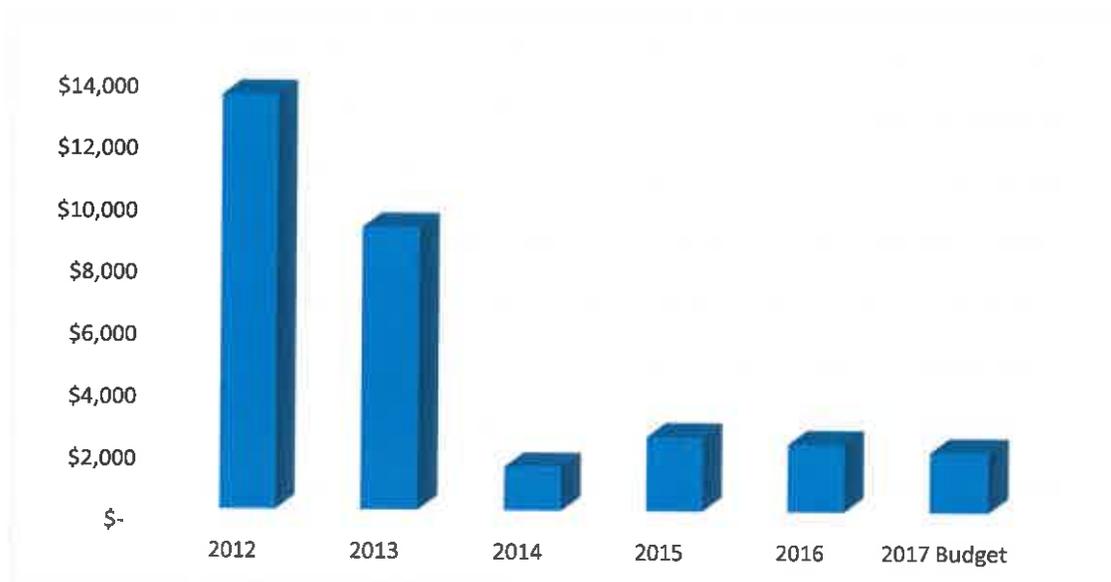
107-000

Parks Endowment

The Parks Endowment exists because of a generous donation from Carrie and Curly Grafton. Originally these funds were held to build a park. The Grafton park is now located on the corner of Lila Lane and South Burlington Boulevard. The endowment exists to fund the operation and maintenance of this park. When this fund is exhausted, the Parks Operating budget will assume those responsibilities.

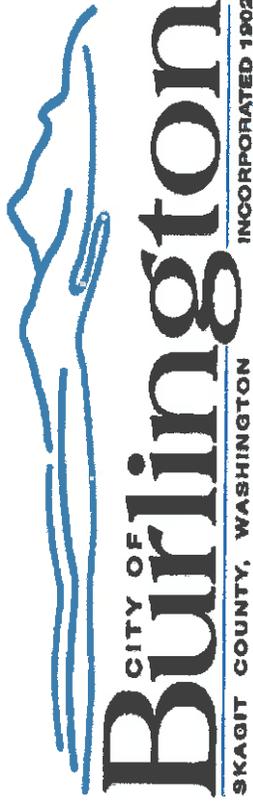
## FUND EXPENDITURES HISTORY

2012	2013	2014	2015	2016	2017 Budget
\$ 13,375	\$ 9,133	\$ 1,430	\$ 2,417	\$ 2,192	\$ 1,950



General Ledger  
2017 Adopted Expenditure Budget

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Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
107	Park Endowment Fund					
000	Department					
576	Park Facilities					
	Supplies					350.00
107-000-576-80-31-10	Park Endow Operating Supplies	0.00	0.00	0.00	0.00	350.00
	Supplies	0.00	0.00	0.00	0.00	
	Services					
107-000-576-80-47-00	Park Endow Utilities	1,429.58	2,416.62	2,191.76	1,400.00	1,400.00
107-000-576-80-48-00	Park Endow Repair & Maint	0.00	0.00	0.00	200.00	200.00
	Services	1,429.58	2,416.62	2,191.76	1,600.00	1,600.00
576	Park Facilities	1,429.58	2,416.62	2,191.76	1,600.00	1,950.00
000	Department	1,429.58	2,416.62	2,191.76	1,600.00	1,950.00



# Department Overview 2017 Budget

DEPARTMENT

116-000

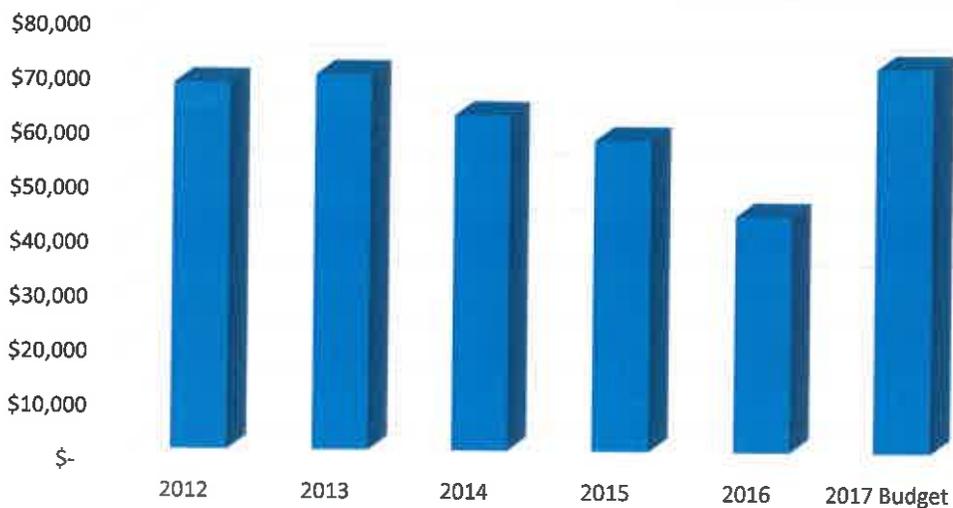
Cemetery

The Cemetery Department's primary function is to provide sites for the interment of the remains of deceased persons. The department maintains cemetery grounds and provides graveside services. Ten years ago, the ratio between caskets and urns was about 70/30. Today that has changed to around 40/60. For this reason, the cemetery has approximately 30 years left before it is at capacity. When this happens, it is recommended that the endowment fund be activated to maintain the cemetery rather than acquire more property.

2016 ACCOMPLISHMENTS		2017 GOALS & OBJECTIVES	
<ul style="list-style-type: none"> <li>Continued to maintain cemetery grounds in a well-groomed condition.</li> </ul>		<ul style="list-style-type: none"> <li>Continue to deliver excellent graveside services in a timely manner.</li> </ul>	
POSITION SUMMARY			
POSITION TITLE		2016	2017
Utility I		0.6 FTE	0.6 FTE
Seasonal Staff		600 hours	600 hours

## OPERATIONS & MAINTENANCE HISTORY

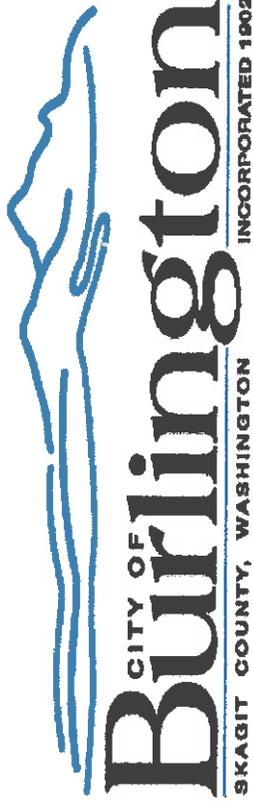
2012	2013	2014	2015	2016	2017 Budget
\$ 67,574	\$ 69,213	\$ 61,822	\$ 57,325	\$ 43,563	\$ 70,850



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
116	Cemetery Fund					
116	Cemetery					
536	Cemetery					
	Salaries & Wages					
116-116-536-20-10-00	Cemetery Salaries & Wages	34,572.04	27,204.27	21,775.25	35,300.00	36,055.00
116-116-536-20-10-15	Cemetery Seasonal Wages	0.00	0.00	0.00	0.00	7,800.00
116-116-536-20-11-00	Cemetery Overtime	146.54	511.50	537.18	500.00	500.00
	Salaries & Wages	34,718.58	27,715.77	22,312.43	35,800.00	44,355.00
	Personnel Benefits					
116-116-536-20-21-00	Cemetery Retirement	3,197.56	3,655.78	2,698.76	4,050.00	4,085.00
116-116-536-20-22-00	Cemetery L & I	923.47	651.71	397.73	1,110.00	1,455.00
116-116-536-20-23-00	Cemetery FICA	3,051.10	3,141.61	1,992.28	3,335.00	3,395.00
116-116-536-20-24-00	Cemetery Medical Insurance	9,838.78	10,313.05	5,270.53	10,580.00	5,775.00
116-116-536-20-25-00	Cemetery Life Insurance	12.14	12.19	8.57	15.00	15.00
116-116-536-20-27-00	Cemetery Uniform & Clothing	0.00	0.00	0.00	250.00	250.00
	Personnel Benefits	17,023.05	17,774.34	10,367.87	19,340.00	14,975.00
	Supplies					
116-116-536-20-31-00	Cemetery Office Supplies	315.71	436.71	199.35	500.00	0.00
116-116-536-20-31-10	Cemetery Operating Supplies	0.00	0.00	0.00	0.00	500.00
116-116-536-20-32-00	Cemetery Fuel Consumed	165.24	0.00	0.00	200.00	200.00
116-116-536-20-34-00	Cemetery Markers Liners Resale	4,543.57	5,098.98	3,014.46	4,500.00	4,300.00
116-116-536-20-35-00	Cemetery Small Tools & Equip	0.00	561.47	345.65	300.00	300.00
	Supplies	5,024.52	6,097.16	3,559.46	5,500.00	5,300.00
	Services					
116-116-536-20-42-20	Cemetery Postage	0.00	0.00	248.19	0.00	250.00
116-116-536-20-42-30	Cemetery Telephone	0.00	0.00	122.46	0.00	450.00
116-116-536-20-45-00	Cemetery Rentals	70.80	53.09	0.00	100.00	100.00
116-116-536-20-46-00	Cemetery Insurance	1,687.50	1,444.37	851.85	1,444.00	1,520.00
116-116-536-20-47-00	Cemetery Utilities	1,362.47	1,509.82	1,414.90	1,200.00	1,200.00
116-116-536-20-48-00	Cemetery Bldg & Grounds Maint	359.41	104.16	3,135.65	300.00	300.00
116-116-536-20-48-01	Cemetery Eqpt Repair Maint	527.94	1,842.46	405.78	1,000.00	1,000.00
116-116-536-20-49-95	Cemetery Bank Service Charges	0.00	0.00	0.00	0.00	0.00
	Services	4,008.12	4,953.90	6,178.83	4,044.00	4,820.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
	<b>Intergovernmental Services</b>					
116-116-536-20-50-99	Cemetery Dike Assessments	0.00	0.00	301.18	0.00	400.00
116-116-536-20-53-00	Cemetery Excise Taxes	1,047.98	783.67	843.02	0.00	1,000.00
	<b>Intergovernmental Services</b>	<b>1,047.98</b>	<b>783.67</b>	<b>1,144.20</b>	<b>0.00</b>	<b>1,400.00</b>
<b>536</b>	<b>Cemetery</b>	<b>61,822.25</b>	<b>57,324.84</b>	<b>43,562.79</b>	<b>64,684.00</b>	<b>70,850.00</b>
<b>116</b>	<b>Cemetery</b>	<b>61,822.25</b>	<b>57,324.84</b>	<b>43,562.79</b>	<b>64,684.00</b>	<b>70,850.00</b>

**DEPARTMENT**

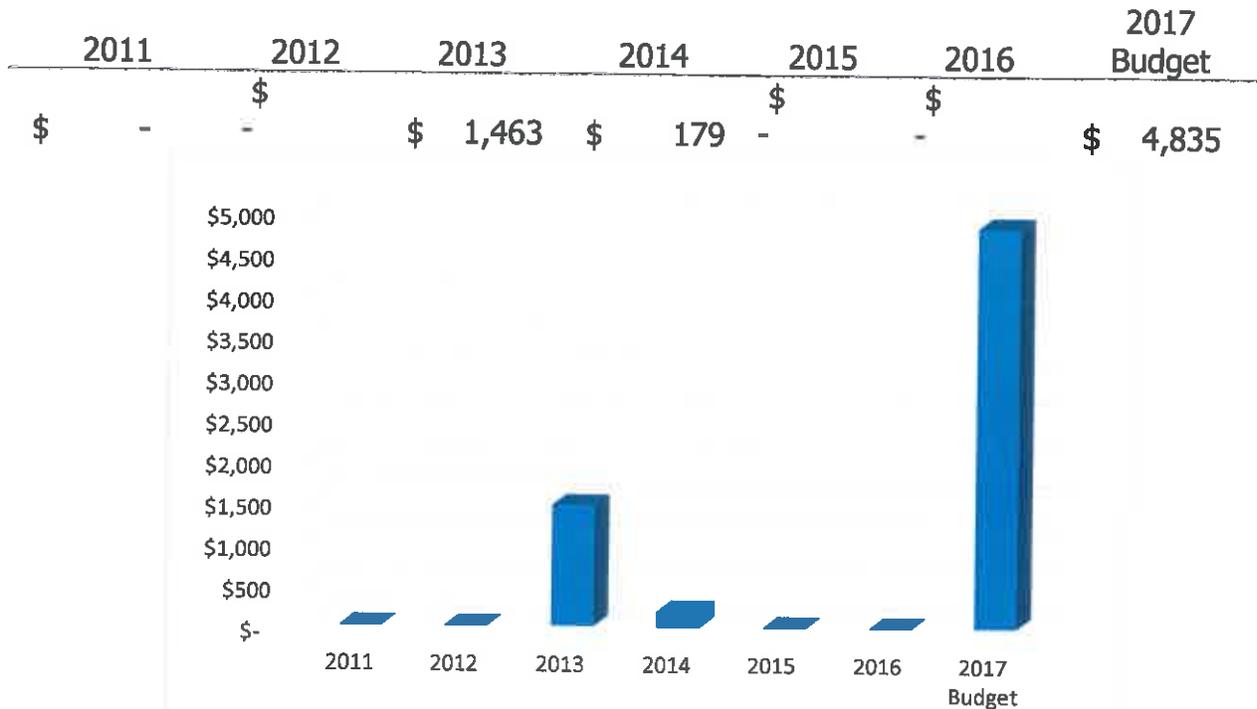
**119-000**

**Substance Abuse**

This fund shall be used for the purpose of funding activities intended to prevent or limit substance abuse, providing educational material and costs associated with educating the public regarding the dangers of substance abuse. The fund may also be used to acquire equipment necessary for the investigation of drug crimes.

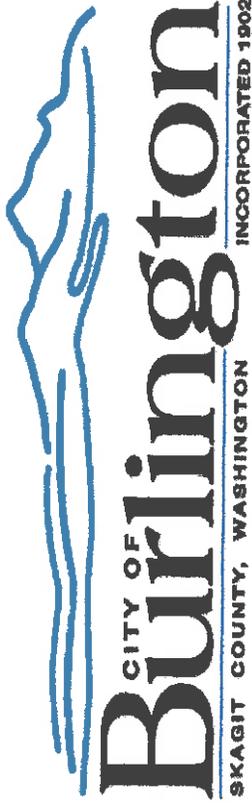
2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>Due to personnel shortage, no progressive accomplishments' were obtained</li> </ul>	<ul style="list-style-type: none"> <li>Develop and present an updated condensed version of a drug and alcohol awareness program using handouts, goggles, and power point to the schools and civic groups</li> </ul>

**FUND EXPENDITURES HISTORY**



General Ledger  
2017 Adopted Expenditure Budget

User: renees  
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Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
119	Substance Abuse Fund					
000	Department					
521	Law Enforcement Services					
119-000-521-21-49-00	Investigative Fund Misc Services	170.00	0.00	0.00	500.00	500.00
		170.00	0.00	0.00	500.00	500.00
521	Law Enforcement	170.00	0.00	0.00	500.00	500.00
594	Capital Expenditures					
119-000-594-21-64-00	Capital Outlay SAC Machinery & Equipment	9.31	0.00	0.00	4,335.00	4,335.00
	Capital Outlay	9.31	0.00	0.00	4,335.00	4,335.00
594	Capital Expenditures	9.31	0.00	0.00	4,335.00	4,335.00
000	Department	179.31	0.00	0.00	4,835.00	4,835.00



# Department Overview 2017 Budget

DEPARTMENT

197-000

Lodging Tax Fund

This fund was created by imposing a levy and special excise tax of 4% on the sale of or charge made for the furnishing of lodging by a hotel, rooming house, motel or trailer park. The tax proceeds are levied to operate tourism marketing facilities such as the Burlington Visitors' Information Center, and to operate and market events and festivals to potential tourists and visitors to Burlington in keeping with the terms specified in RCW 67.28.

2017 Lodging Tax Recipients	
Amount	Recipient
\$ 117,000	Burlington Chamber of Commerce - VIC Operations
\$ 8,000	Burlington Chamber of Commerce - Advertising Harvest Festival
\$ 8,000	Burlington Chamber of Commerce - Berry Dairy Days
\$ 2,500	Celtic Arts Foundation
\$ 15,000	McIntyre Hall Performing Arts Center
\$ 6,800	Skagit Valley Tulip Festival
\$ 10,000	City of Burlington Parks & Rec. - Burlington Summer Nights
\$ 1,500	City of Burlington Parks & Rec. - Movie Nights & SRP w/ Quidditch Festival
\$ 5,000	Skagit River Bald Eagle Awareness
\$ 4,000	Lincoln Theatre Center Foundation
\$ 25,000	City of Burlington Library - Quidditch Tournament/Potter Festival
\$ 50,000	Children's Museum of Skagit County
\$ 35,000	Children's Museum of Skagit County
\$ 4,000	American Legion Memorial Post #91 - Military History Museum
\$ 1,250	Skagit Valley Genealogical Society - Canadian Genealogical Seminar
<b>\$ 343,050</b>	<b>Total</b>



# Department Overview 2017 Budget

DEPARTMENT

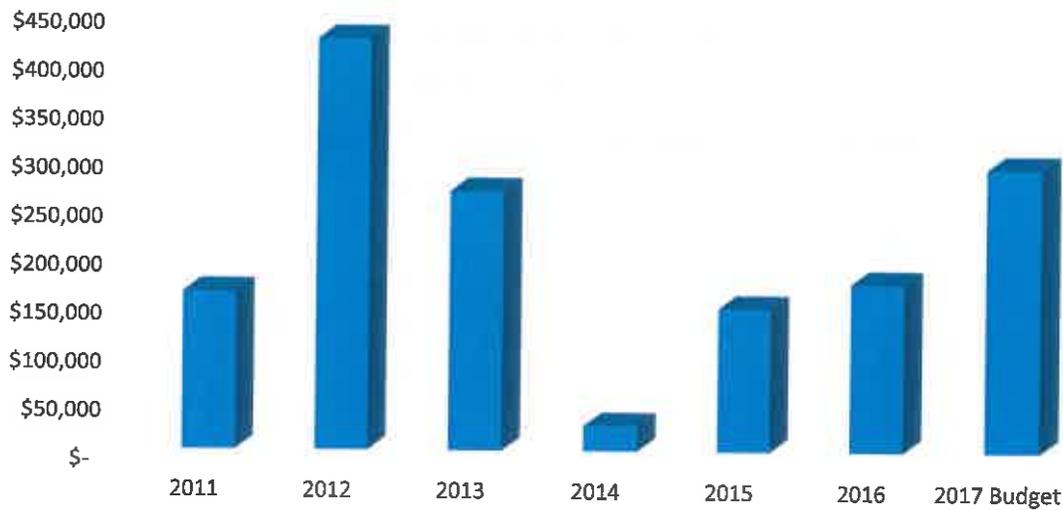
197-000

Lodging Tax Fund

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## FUND EXPENDITURES HISTORY

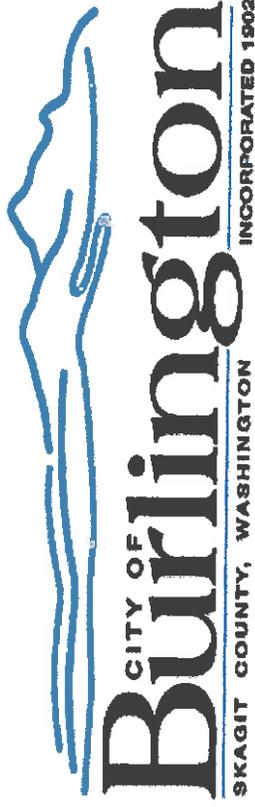
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 163,561	\$ 424,012	\$ 267,813	\$ 26,465	\$ 148,499	\$ 174,182	\$ 293,050



# General Ledger

## 2017 Adopted Expenditure Budget

User: renees  
 Printed: 08/22/17 13:40:36  
 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
197	Lodging Tax Fund					
000	Department					
557	Community Services					
	Services					
197-000-557-30-49-00	Lodging Chamber Tourism Promo	0.00	113,779.76	106,751.81	117,000.00	117,000.00
197-000-557-30-49-01	Lodging Chmbr Berry Dairy Days	0.00	0.00	0.00	0.00	8,000.00
197-000-557-30-49-02	Lodging Cham Harvest Festival	5,641.00	5,775.00	5,194.35	6,000.00	8,000.00
197-000-557-30-49-03	Lodging McIntyre Hall Prf Arts	12,000.00	12,500.00	15,000.00	15,000.00	15,000.00
197-000-557-30-49-04	Lodging Lincoln Theater Found	1,323.99	2,500.00	3,500.00	3,500.00	4,000.00
197-000-557-30-49-05	Lodging Skagit Co Child Museum	0.00	3,013.00	20,000.00	20,000.00	85,000.00
197-000-557-30-49-06	Lodging Skagit Genealogical	0.00	0.00	0.00	0.00	1,250.00
197-000-557-30-49-08	Lodging City P&R Movie Nights	0.00	0.00	0.00	0.00	1,500.00
197-000-557-30-49-10	Lodging City P&R Summer Nights	0.00	0.00	9,148.00	9,400.00	10,000.00
197-000-557-30-49-11	Lodging City Library Quidditch	0.00	0.00	3,459.44	0.00	25,000.00
197-000-557-30-49-12	Lodging Am Legion Military Mus	0.00	0.00	0.00	0.00	4,000.00
197-000-557-30-49-16	Lodging Tulip Festival	5,000.00	5,500.00	5,500.00	5,500.00	6,800.00
197-000-557-30-49-26	Lodging Celtic Arts Foundation	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
197-000-557-30-49-28	Lodging Bald Eagle Awrnss Services	0.00	2,931.28	3,128.16	4,000.00	5,000.00
		26,464.99	148,499.04	174,181.76	182,900.00	293,050.00
557	Community Services	26,464.99	148,499.04	174,181.76	182,900.00	293,050.00
000	Department	26,464.99	148,499.04	174,181.76	182,900.00	293,050.00



# Department Overview 2017 Budget

DEPARTMENT

201-000

General Obligation Debt Service

Fund

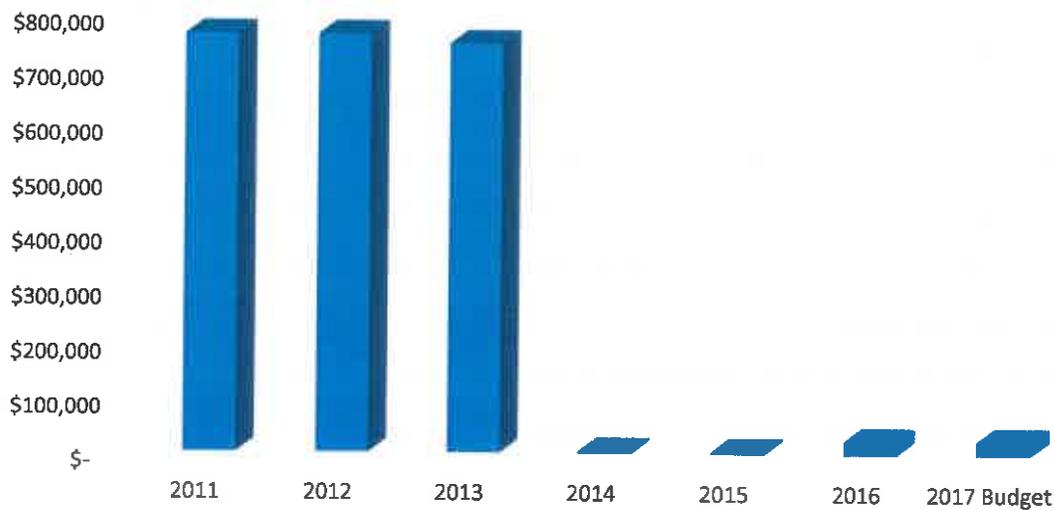
This fund was established to make payments on current General Obligation Bond Issues. The funding of these payments typically comes from a combination of sales and property tax revenues.

### 2017 Debt Service

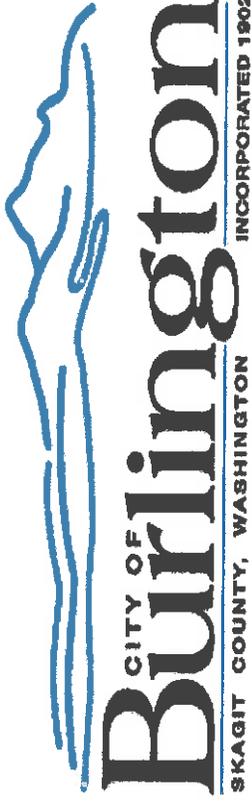
- 2008 LTGO Debt - Banner Bank Final Payment 2027
- \$21,160 Principal  
\$ 2,740 Interest

## FUND EXPENDITURES HISTORY

2011	2012	2013	2014	2015	2016	2017 Budget
\$ 767,246	\$ 767,246	\$ 750,462	\$ 3,461	\$ 3,236	\$ 23,893	\$ 23,900



General Ledger  
2017 Adopted Expenditure Budget



User: renees  
Printed: 08/22/17 13:40:36  
Period 01 - 15  
Fiscal Year 2017

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
201	Debt Service Fund					
000	Department					
591	Redemption of Debt					
	Debt Service Interest & Other					
201-000-591-18-71-01	Debt Svc 2008 LTGO Principal	0.00	0.00	20,910.20	0.00	21,160.00
	Debt Service Interest & Other	0.00	0.00	20,910.20	0.00	21,160.00
591	Redemption of Debt					
592	Interest & Other Debt Svc Cost					
	Debt Service Interest & Other					
201-000-592-18-83-01	Debt Svc 2008 LTGO Interest	3,461.42	3,235.95	2,983.02	2,983.00	2,740.00
	Debt Service Interest & Other	3,461.42	3,235.95	2,983.02	2,983.00	2,740.00
592	Interest & Other Debt Svc Cost					
000	Department	3,461.42	3,235.95	23,893.22	2,983.00	23,900.00



## Department Overview 2017 Budget

DEPARTMENT

300-000

Current Expense Capital Reserve

<p>The Current Expense Capital Reserve fund allows Current Expense Departments to purchase various capital assets. These expenditures were previously included in the Current Expense Operating budget and were separated beginning in 2015.</p>	
	<b>2017 GOALS &amp; OBJECTIVES</b>
\$4,500	Community Center – ADA door replacement
\$30,000	Fire Station – Replace carpet with solid floor
\$40,000	City Hall – Replace HVAC Controls
\$30,000	City Hall – Exterior Finish Preservation
\$20,000	EOC – Design & Implementation
\$10,000	Parks & Rec – Architectural Interior Design Consulting
\$30,000	Parks & Rec – Upgrade the network wiring
<b>\$189,500</b>	<b>Total Buildings &amp; Grounds</b>
\$9,500	Mitel MiCollab – licensing for base, 2 consoles, \$2,500 in user licenses, professional installation/training services
\$6,900	Exchange 2014 user licenses
\$5,000	Miscellaneous IT Software
\$4,800	MS Office 2013
\$6,200	MS Server SW Upgrades
\$2,500	MS Office 2013 Professional
\$5,000	Finance 2FA authentication & remote security
\$1,500	Video recording SW licenses
\$1,500	Miscellaneous User Software
\$1,500	WIN10 Professional upgrades
\$350	Visio Professional
<b>\$44,750</b>	<b>Total IT Computer Software</b>
\$70,000	Rewire Public Safety building
\$1,000	Expansion of City WiFi



# Department Overview 2017 Budget

DEPARTMENT

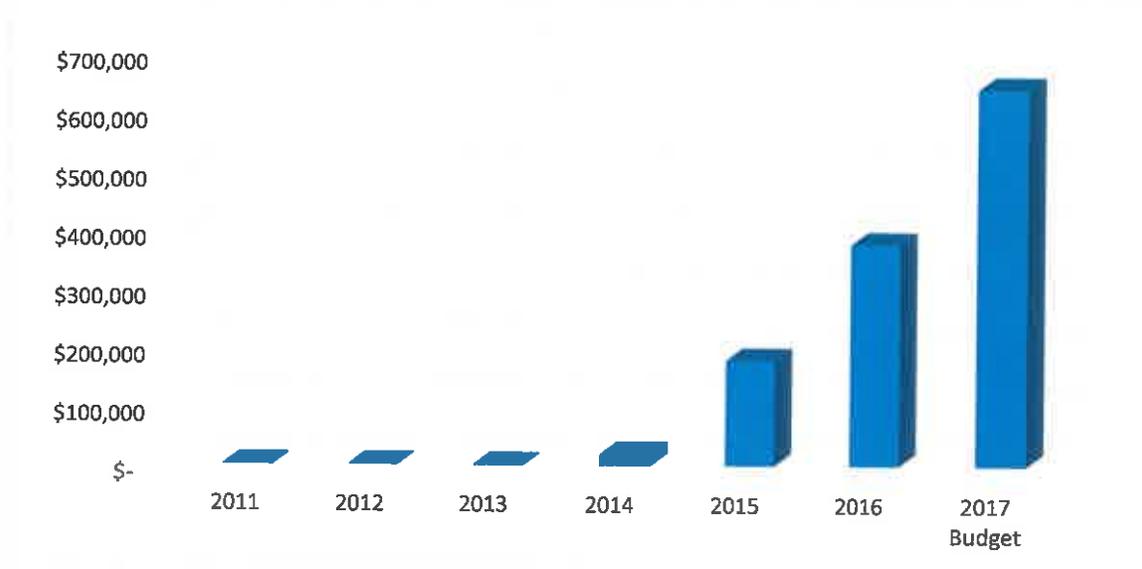
300-000

Current Expense Capital Reserve

\$40,000	Business connections to fiber
\$300,000	Fiber Expansion – County 0.09 Grant
<b>\$411,000</b>	<b>Total Fiber Building &amp; Structures</b>

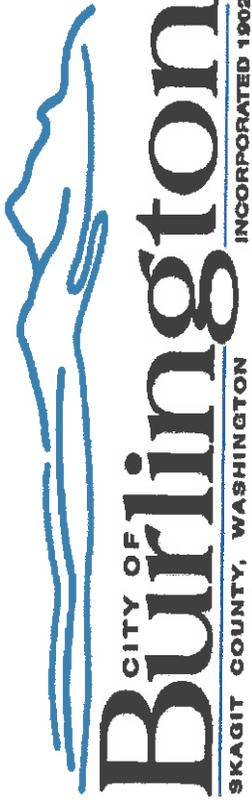
## CAPITAL INFRASTRUCTURE EXPENDITURES

2011	2012	2013	2014	2015	2016	2017 Budget
\$ -	\$ -	\$ -	\$ 18,957	\$ 179,099	\$ 378,550	\$ 645,250



General Ledger  
2017 Adopted Expenditure Budget

User: renees  
Printed: 08/22/17 13:40:36  
Period 01 - 15  
Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
300	Curr Exp Capital Reserve Fund					
000	Department					
594	Capital Expenditures					
	Capital Outlay					
300-000-594-18-60-00	GenCap Bldg&Grds Facility Impr	0.00	0.00	0.00	0.00	189,500.00
300-000-594-18-62-00	DNU Bldg & Grds Facility	0.00	9,025.53	233,215.63	254,500.00	0.00
300-000-594-18-64-86	DNU IT Mach & Equip	0.00	61,499.87	80,658.14	93,100.00	0.00
300-000-594-18-65-00	GenCap IT Software	0.00	0.00	0.00	0.00	44,750.00
300-000-594-22-64-00	DNU Machinery & Equipment	18,957.01	7,854.72	20,474.76	100,446.00	0.00
300-000-594-32-60-01	Fiber Expansion .09 Grant	0.00	0.00	1,276.51	0.00	300,000.00
300-000-594-32-62-00	Fiber Bldg & Structures	0.00	36,405.96	42,924.62	58,500.00	111,000.00
300-000-594-72-64-00	DNU Books & Materials	0.00	64,313.20	0.00	80,000.00	0.00
	Capital Outlay	18,957.01	179,099.28	378,549.66	586,546.00	645,250.00
594	Capital Expenditures	18,957.01	179,099.28	378,549.66	586,546.00	645,250.00
000	Department	18,957.01	179,099.28	378,549.66	586,546.00	645,250.00



# Department Overview 2017 Budget

DEPARTMENT

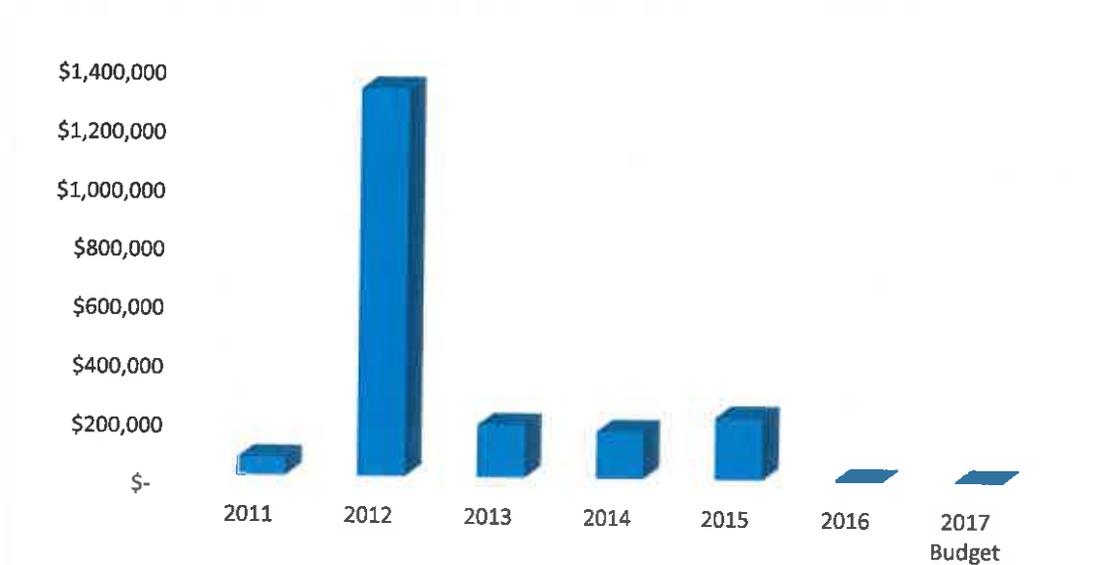
301-000

Capital Improvement Fund

The Capital Improvement Fund is used to construct repairs or improvements to the City's long-term capital infrastructure systems or facilities, and is funded with a portion of Real Estate Excise Taxes.

## CAPITAL IMPROVEMENT EXPENDITURES

2011	2012	2013	2014	2015	2016	2017 Budget
\$ 61,586	\$ 1,321,631	\$ 178,971	\$ 160,409	\$ 211,052	\$ -	\$ -



**DEPARTMENT**

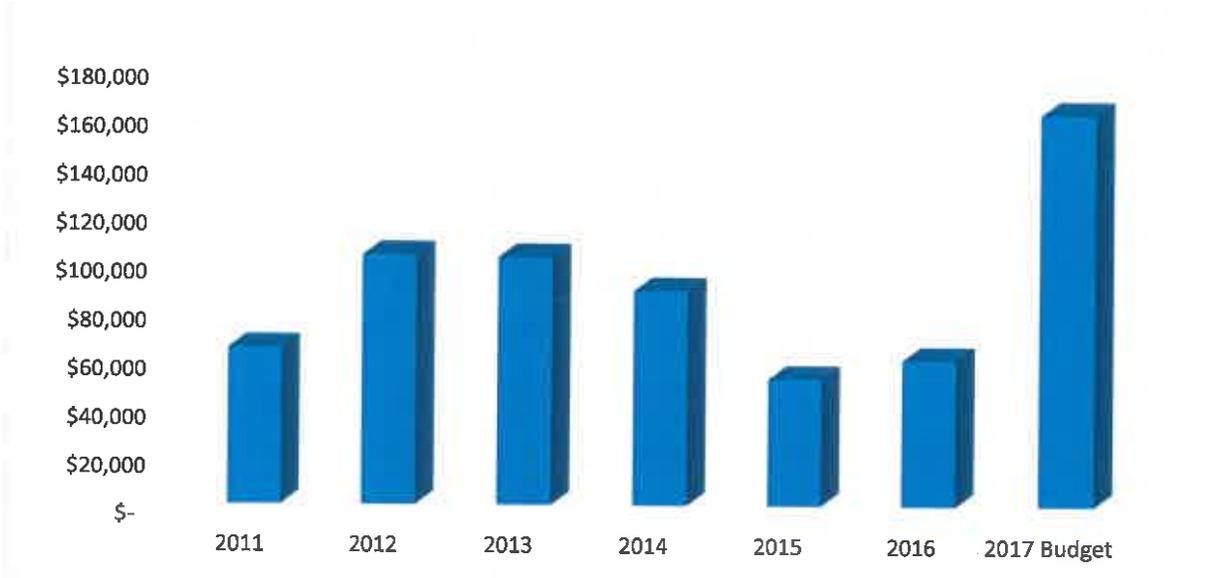
**311-000**

**Parks Reserve**

The Parks Reserve makes up the financial institution that covers revenue and expenditures for all park projects, capital equipment and improvements.

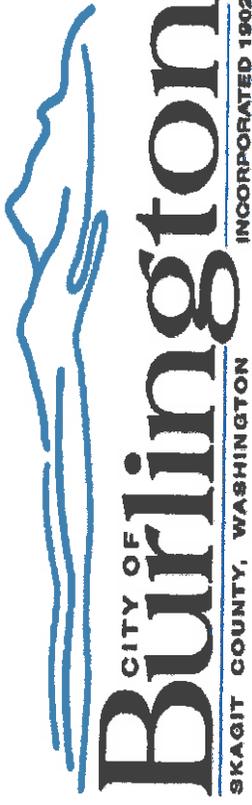
**CAPITAL EXPENDITURES**

2011	2012	2013	2014	2015	2016	2017 Budget
\$ 64,970	\$103,311	\$102,475	\$ 88,894	\$ 52,715	\$ 60,612	\$162,000



**General Ledger**  
**2017 Adopted Expenditure Budget**

User: renees  
 Printed: 08/22/17 13:40:36  
 Period 01 - 15  
 Fiscal Year 2017



<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
311	<b>Park &amp; Rec Capital Imp Fund</b>					
000	<b>Department</b>					
594	<b>Capital Expenditures</b>					
	<b>Capital Outlay</b>					
311-000-594-76-61-00	Parks REET Land & Imp	20,166.50	1,069.40	0.00	50,000.00	50,000.00
311-000-594-76-61-20	Parks Land & Impr Unrestrict	2,265.71	0.00	0.00	0.00	0.00
311-000-594-76-62-00	Parks REET Bldg & Structures	54,118.21	47,533.63	27,601.17	20,000.00	20,000.00
311-000-594-76-62-20	Parks Buildings & Structures	0.00	2,923.46	0.00	15,000.00	15,000.00
311-000-594-76-64-20	Parks Mach & Equ Unrestricted	12,343.69	1,188.27	33,010.66	30,000.00	77,000.00
311-000-594-76-69-00	Parks Impact Fees Refunds	0.00	0.00	0.00	0.00	0.00
	<b>Capital Outlay</b>	<b>88,894.11</b>	<b>52,714.76</b>	<b>60,611.83</b>	<b>115,000.00</b>	<b>162,000.00</b>
594	<b>Capital Expenditures</b>	<b>88,894.11</b>	<b>52,714.76</b>	<b>60,611.83</b>	<b>115,000.00</b>	<b>162,000.00</b>
000	<b>Department</b>	<b>88,894.11</b>	<b>52,714.76</b>	<b>60,611.83</b>	<b>115,000.00</b>	<b>162,000.00</b>



# Department Overview 2017 Budget

DEPARTMENT

401-000

Sewer

The Sewer Department is a regional sewer utility and is responsible for the collection and treatment of all wastewater discharged to the Burlington sewer system. Sewer Department personnel operate and maintain the wastewater treatment plant, treatment processes, laboratory, and all collection system piping and pump stations.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>• Awarded the D.O.E. Outstanding Performance Award.</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain Laboratory Accreditation.</li> </ul>
<ul style="list-style-type: none"> <li>• 2016 D.O.E. Accredited Laboratory.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to produce top quality effluent and meet all discharge permit parameters.</li> </ul>
<ul style="list-style-type: none"> <li>• Started or completed all of the 2016 Capital Improvement Projects.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to operate sewer system effectively and efficiently.</li> </ul>
<ul style="list-style-type: none"> <li>• Met all of the Department of Ecology requirements 100% of the time.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete or start all of the 2017 Capital Improvement Projects.</li> </ul>

POSITION SUMMARY		
POSITION TITLE	2016	2017
Supervisor	1	1
WWTP Operators Class II	5	5
Laboratory Specialist	1	1
Electrician	1	1
WWTP Operators Class I	1	1
Lead Operator	1	1



# Department Overview 2017 Budget

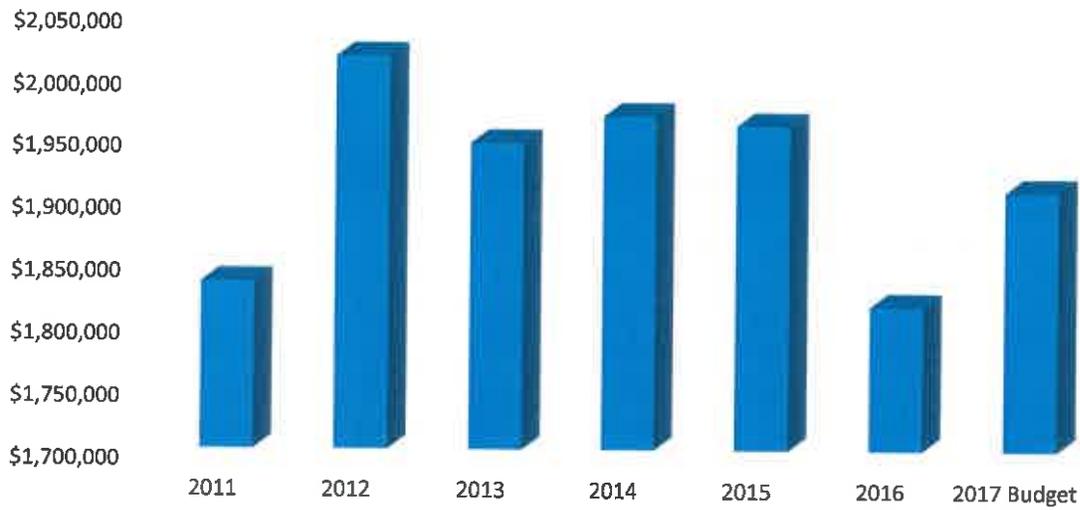
DEPARTMENT

401-000

Sewer

## OPERATIONS & MAINTENANCE HISTORY

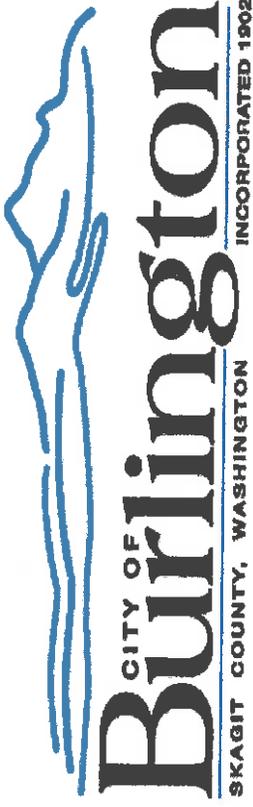
2011	2012	2013	2014	2015	2016	2017 Budget
\$ 1,834,758	\$ 2,015,173	\$ 1,946,276	\$ 1,967,975	\$ 1,960,588	\$ 1,816,386	\$ 1,908,405



# General Ledger

## 2017 Adopted Expenditure Budget

User: renees  
 Printed: 08/22/17 13:40:36  
 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
401	Sewer Fund					
401	Sewer Administration					
535	Sewer Utilities					
	Salaries & Wages			690,885.36	0.00	653,410.00
401-401-535-00-10-00	Sewer Salaries & Wages	0.00	0.00	8,915.41	0.00	14,000.00
401-401-535-00-11-00	Sewer Overtime	0.00	0.00	699,800.77	0.00	667,410.00
	Salaries & Wages					
	Personnel Benefits					
401-401-535-00-21-00	Sewer Retirement	0.00	0.00	78,237.52	0.00	74,615.00
401-401-535-00-22-00	Sewer L & I	0.00	0.00	12,106.41	0.00	17,205.00
401-401-535-00-23-00	Sewer FICA	0.00	0.00	52,458.72	0.00	51,055.00
401-401-535-00-24-00	Sewer Medical Insurance	0.00	0.00	225,750.89	0.00	212,485.00
401-401-535-00-25-00	Sewer Life Insurance	0.00	0.00	197.26	0.00	185.00
401-401-535-00-27-00	Sewer Protective Clothing	0.00	0.00	2,892.20	0.00	4,000.00
	Personnel Benefits	0.00	0.00	371,643.00	0.00	359,545.00
	Supplies					
401-401-535-00-31-10	Sewer ADMIN Operating Supplies	0.00	0.00	2,299.24	0.00	7,500.00
401-401-535-10-31-10	Sewer COLL Operating Supplies	0.00	0.00	37,949.07	0.00	50,000.00
401-401-535-10-32-00	Sewer COLL Fuel Consumed	0.00	0.00	7,763.37	0.00	13,000.00
401-401-535-10-35-00	Sewer COLL Small Tools & Equip	0.00	0.00	5,285.71	0.00	8,000.00
401-401-535-20-31-10	Sewer WWTP Operating Supplies	0.00	0.00	147,055.72	0.00	150,000.00
401-401-535-20-32-00	Sewer WWTP Fuel Consumed	0.00	0.00	5,024.27	0.00	3,500.00
401-401-535-20-35-00	Sewer WWTP Small Tools & Equip	0.00	0.00	6,023.96	0.00	8,500.00
401-401-535-50-31-00	DNU Sewer Op Supplies WWTP	60,590.08	82,927.62	0.00	65,000.00	0.00
401-401-535-50-31-20	DNU Sewer Op Supplies COLL	13,153.43	26,646.79	0.00	20,000.00	0.00
	Supplies	73,743.51	109,574.41	211,401.34	85,000.00	240,500.00
	Services					
401-401-535-00-42-10	Sewer ADMIN Cell Phone	0.00	0.00	966.62	0.00	4,000.00
401-401-535-00-42-20	Sewer ADMIN Postage	0.00	0.00	7,147.71	0.00	8,500.00
401-401-535-00-42-30	Sewer ADMIN Telephone	0.00	0.00	0.00	0.00	0.00
401-401-535-00-45-00	Sewer ADMIN Rentals	0.00	0.00	90.53	0.00	0.00
401-401-535-00-48-00	Sewer ADMIN Rep & Maint	0.00	0.00	0.00	0.00	0.00
401-401-535-00-49-95	Sewer ADMIN Bank Svc Charges	0.00	0.00	8,888.86	0.00	7,000.00

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
401-401-535-10-41-00	Sewer COLL Professional Svcs	0.00	0.00	92.49	0.00	2,500.00
401-401-535-10-42-00	Sewer COLL Communications	0.00	0.00	5,578.89	0.00	0.00
401-401-535-10-42-20	Sewer COLL Postage	0.00	0.00	961.83	0.00	0.00
401-401-535-10-42-30	Sewer COLL Telephone	0.00	0.00	542.31	0.00	6,000.00
401-401-535-10-43-00	Sewer COLL Travel	0.00	0.00	0.00	0.00	1,000.00
401-401-535-10-45-00	Sewer COLL Rentals	0.00	0.00	0.00	0.00	2,000.00
401-401-535-10-46-00	Sewer COLL Insurance	0.00	0.00	31,155.39	0.00	35,965.00
401-401-535-10-47-00	Sewer COLL Utilities	0.00	0.00	149.33	0.00	75,000.00
401-401-535-10-48-00	Sewer COLL Contr Repair & Main	0.00	0.00	49,000.99	0.00	55,000.00
401-401-535-10-49-10	Sewer COLL Dues & Subscription	0.00	0.00	30.00	0.00	750.00
401-401-535-10-49-20	Sewer COLL Training & Educ	0.00	0.00	525.00	0.00	6,000.00
401-401-535-10-49-50	Sewer COLL Uniforms & Mats	0.00	0.00	1,058.63	0.00	7,000.00
401-401-535-20-41-00	Sewer WWTP Professional Svcs	0.00	0.00	18,862.25	0.00	18,000.00
401-401-535-20-41-50	Sewer WWTP Solids Disposal	0.00	0.00	0.00	0.00	1,000.00
401-401-535-20-42-00	Sewer WWTP Communications	0.00	0.00	2,882.45	0.00	0.00
401-401-535-20-42-20	Sewer WWTP Postage	0.00	0.00	140.39	0.00	0.00
401-401-535-20-42-30	Sewer WWTP Telephone	0.00	0.00	1,502.42	0.00	7,500.00
401-401-535-20-43-00	Sewer WWTP Travel	0.00	0.00	424.57	0.00	1,000.00
401-401-535-20-45-00	Sewer WWTP Rentals	0.00	0.00	618.46	0.00	4,000.00
401-401-535-20-46-00	Sewer WWTP Insurance	0.00	0.00	32,427.18	0.00	28,735.00
401-401-535-20-47-00	Sewer WWTP Utilities	0.00	0.00	231,658.04	0.00	250,000.00
401-401-535-20-48-00	Sewer WWTP Contr Repair & Main	0.00	0.00	57,103.84	0.00	55,000.00
401-401-535-20-49-10	Sewer WWTP Dues & Subscription	0.00	0.00	805.40	0.00	5,000.00
401-401-535-20-49-20	Sewer WWTP Training & Educ	0.00	0.00	3,164.63	0.00	15,000.00
401-401-535-20-49-50	Sewer WWTP Uniforms & Mats	0.00	0.00	2,239.83	0.00	20,000.00
401-401-535-20-49-90	Sewer WWTP Regulatory Fees	0.00	0.00	18,906.53	0.00	15,000.00
401-401-535-20-49-95	Sewer WWTP Lien Release Fees	0.00	0.00	0.00	0.00	1,500.00
401-401-535-50-42-00	DNU Sewer Communications WWTP	5,291.99	5,207.56	0.00	5,500.00	0.00
401-401-535-50-42-20	DNU Sewer Communications COLL	8,213.52	7,844.93	0.00	9,000.00	0.00
401-401-535-50-47-00	DNU Sewer Utilities WWTP	198,312.58	159,088.47	0.00	220,000.00	0.00
401-401-535-50-47-20	DNU Sewer Utilities COLL	33,933.12	62,699.23	0.00	40,000.00	0.00
401-401-535-50-49-00	DNU Sewer Miscellaneous WWTP	41,480.39	30,506.42	0.00	60,000.00	0.00
401-401-535-50-49-20	DNU Sewer Miscellaneous COLL	4,836.07	6,737.74	0.00	15,000.00	0.00
	<b>Services</b>	<b>292,067.67</b>	<b>272,084.35</b>	<b>476,924.57</b>	<b>349,500.00</b>	<b>632,450.00</b>
	<b>Intergovernmental Services</b>					
401-401-535-00-53-00	Sewer ADMIN Excise Tax	0.00	0.00	56,616.31	0.00	0.00
401-401-535-10-50-99	Sewer COLL Dike Assessments	0.00	0.00	0.00	0.00	500.00
401-401-535-20-50-99	Sewer WWTP Dike Assessments	0.00	0.00	0.00	0.00	8,000.00
	<b>Intergovernmental Services</b>			<b>56,616.31</b>	<b>0.00</b>	<b>8,500.00</b>
<b>535</b>	<b>Sewer Utilities</b>	<b>365,811.18</b>	<b>381,658.76</b>	<b>1,816,385.99</b>	<b>434,500.00</b>	<b>1,908,405.00</b>
<b>597</b>	<b>Transfers Out</b>					
	<b>Non-Expenditures</b>					
401-401-597-00-00-01	Transfer to - Curr Expense	0.00	217,000.00	229,369.00	217,000.00	230,000.00
401-401-597-00-04-02	Transfer to - Sewer Capital	0.00	3,700,000.00	800,000.00	1,600,000.00	1,600,000.00
401-401-597-00-05-01	Transfer to - ER&R	96,000.00	96,000.00	96,000.00	96,000.00	96,000.00

<u>Account Number</u>	<u>Description</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
597	Non-Expenditures	96,000.00	4,013,000.00	1,125,369.00	1,913,000.00	1,926,000.00
	Transfers Out	96,000.00	4,013,000.00	1,125,369.00	1,913,000.00	1,926,000.00
401	Sewer Administration	461,811.18	4,394,658.76	2,941,754.99	2,347,500.00	3,834,405.00



# Department Overview 2017 Budget

DEPARTMENT

402-000

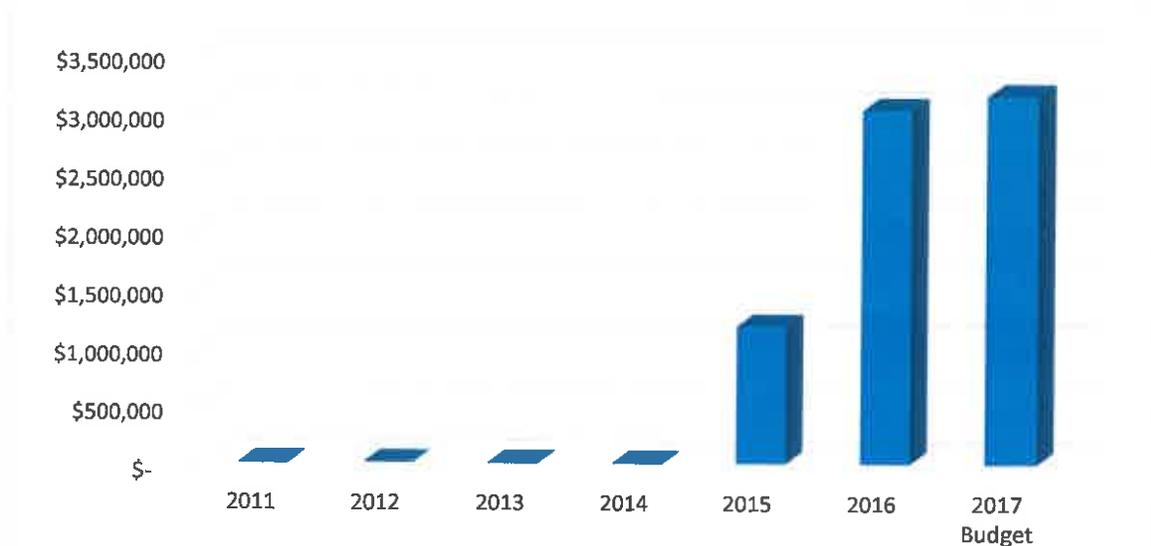
## Sewer Cumulative Reserve

The Sewer Department operates a plant that services the city proper of Burlington plus limited areas of Skagit County to the west and north of the City. Under its current discharge permit limitation, the plant has the capabilities of treating 3.79 million gallons of wastewater per day. The wastewater collection system includes approximately 58 miles of gravity sewer pipes varying in size from 4 inch diameter local connections to 27 inch diameter interceptors. Because of the flat terrain in the Burlington area, sewage must be pumped via force mains to the treatment plant. There are a total of 21 pump stations within the system. The physical assets of the system are extensive and the environment for the equipment is harsh. This translates to a high investment in maintenance and capital projects to keep a critical service for the community fully operational at all times. The plant is fully staffed for a 24/7 operation.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>• WWTP Improvements UV System, Belt Filter Press and Clarifier Improvements.</li> <li>• Pump Station Number 6 Upgrade.</li> </ul>	<ul style="list-style-type: none"> <li>• Upgrade Pump Station Number 10 and 9.</li> <li>• Repair &amp; Replace deteriorated runs of sewer main for infiltration and inflow reduction.</li> </ul>

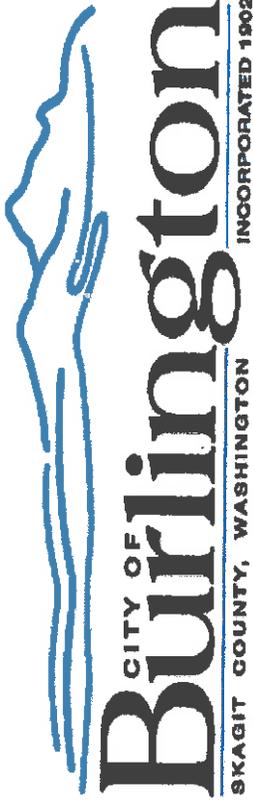
### CAPITAL EXPENDITURES

2011	2012	2013	2014	2015	2016	2017 Budget
\$ -	\$ -	\$ -	\$ -	\$ 1,175,693	\$ 3,030,000	\$ 3,153,785



General Ledger  
2017 Adopted Expenditure Budget

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Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
402	Sewer Capital Reserve Fund					
000	Department					
594	Capital Expenditures					
402-000-594-35-41-94	Services					
	Sewer Capital Engineering Services	0.00	0.00	0.00	0.00	175,000.00
		0.00	0.00	0.00	0.00	175,000.00
	Capital Outlay					
402-000-594-35-64-00	Sewer I & I	0.00	0.00	0.00	0.00	100,000.00
402-000-594-35-64-02	DNU Sewer Computer Systems	0.00	4,605.57	3,515.50	15,000.00	0.00
402-000-594-35-64-10	Sewer Capital Improvements	0.00	0.00	0.00	0.00	1,305,000.00
402-000-594-35-64-20	Sewer Machinery & Equipment	0.00	0.00	0.00	0.00	1,723,785.00
	Capital Outlay	0.00	4,605.57	3,515.50	15,000.00	3,128,785.00
594	Capital Expenditures	0.00	4,605.57	3,515.50	15,000.00	3,303,785.00
000	Department	0.00	4,605.57	3,515.50	15,000.00	3,303,785.00



# Department Overview 2017 Budget

DEPARTMENT

425-000

## Storm Drainage

The Storm Drain Utility Fund was founded in 1997. The utility allows city staff to plan for and improve stormwater system function. It also finances water quality studies. We use the results of these studies to determine the best type of water quality improvements to help clean the stormwater entering Gages Slough and other tributaries.

2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>● Construct pervious concrete parking lot and road shoulders</li> </ul>	<ul style="list-style-type: none"> <li>● Future DOE grants for water quality / Low Impact Dev. Construction Projects</li> </ul>
<ul style="list-style-type: none"> <li>● Update City stormwater codes for development</li> </ul>	<ul style="list-style-type: none"> <li>● Ensure 100% compliance with the City's NPDES permit</li> </ul>
<ul style="list-style-type: none"> <li>● Complete Public and Private stormwater facility inspections and required maintenance</li> </ul>	<ul style="list-style-type: none"> <li>● Update to Surface Water Comprehensive Plan</li> </ul>
<ul style="list-style-type: none"> <li>● Publish the NPDES annual report for surface water management</li> </ul>	<ul style="list-style-type: none"> <li>● Repair or improve old/ failing or inadequate SD in Various Locations as needed</li> </ul>
<ul style="list-style-type: none"> <li>● West Victoria SD Installation</li> </ul>	<ul style="list-style-type: none"> <li>● Improve SD outfalls at Slough</li> </ul>
<ul style="list-style-type: none"> <li>● Walnut and Hazel SD Installation</li> </ul>	<ul style="list-style-type: none"> <li>● Repair SD outfalls at Skagit River</li> </ul>
<ul style="list-style-type: none"> <li>● Crystal Court SD Installation</li> </ul>	<ul style="list-style-type: none"> <li>● 2017 SD Maintenance Program 1/3rd of system</li> </ul>
<ul style="list-style-type: none"> <li>● Vernon and Holly SD Repair 10 FT DEEP</li> </ul>	<ul style="list-style-type: none"> <li>● 2017 SD Sensitive List</li> </ul>
<ul style="list-style-type: none"> <li>● Washington and Pine SD Installation</li> </ul>	<ul style="list-style-type: none"> <li>● 2017 SD Water Quality Structures replace filters, mow swales, etc.</li> </ul>
<ul style="list-style-type: none"> <li>● Walnut and Avon SD Installation</li> </ul>	<ul style="list-style-type: none"> <li>● Develop SD inspection &amp; numbering system (GPS)?</li> </ul>
<ul style="list-style-type: none"> <li>● 2016 SD Maintenance Program All CBs and MH west of BLVD</li> </ul>	<ul style="list-style-type: none"> <li>● Develop Long Term SD outfall program for Gages Slough</li> </ul>
<ul style="list-style-type: none"> <li>● 2016 Sensitive List</li> </ul>	<ul style="list-style-type: none"> <li>● Plan storm redesign for problem drainage spots north of Fairhaven (grade issues, undersized pipes)</li> </ul>
<ul style="list-style-type: none"> <li>● 2016 SD H2O Quality Structures General Maint</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>



# Department Overview 2017 Budget

DEPARTMENT

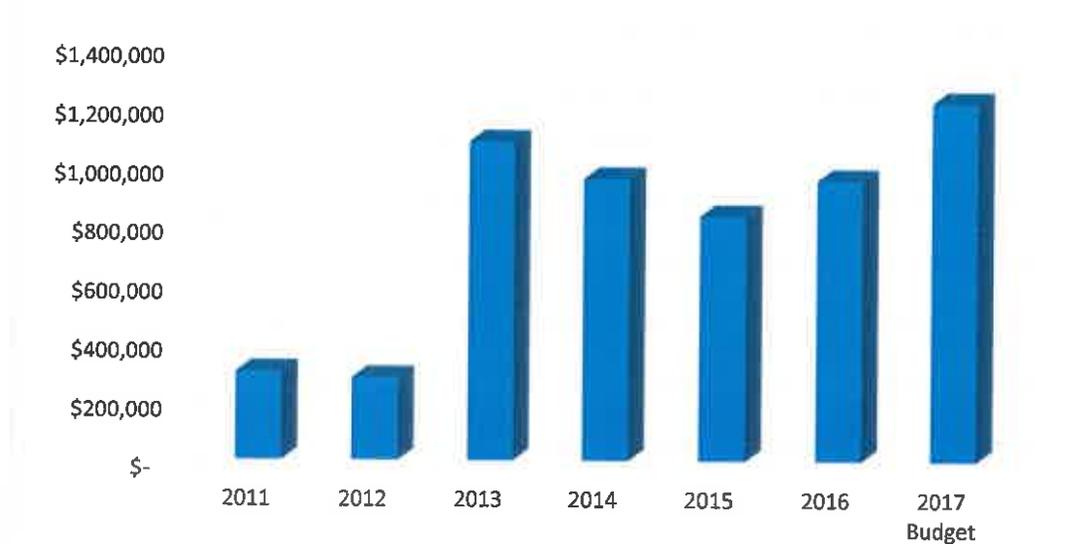
425-000

Storm Drainage

POSITION SUMMARY		
POSITION TITLE	2015	2016
Engineer I	1	1
Street Supervisor (50%)	0.5	0.5
Lead Person (2 staff @ 50%)	1	1
Utility I (3 staff @ 50%)	1.5	1.5

## OPERATIONS & MAINTENANCE HISTORY

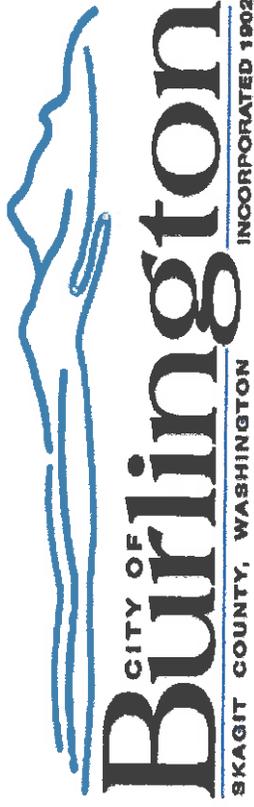
2011	2012	2013	2014	2015	2016	2017 Budget
\$299,832	\$279,861	\$ 1,084,628	\$959,289	\$832,971	\$ 955,619	\$ 1,219,965



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
425	Storm Drain Fund					
425	Storm Drain Administration					
531	Storm Drainage Utilities					
	Salaries & Wages	0.00	0.00	245,070.89	0.00	253,675.00
425-425-531-00-10-00	Storm Salaries & Wages	0.00	0.00	1,825.17	0.00	5,000.00
425-425-531-00-11-00	Storm Overtime	154,814.62	171,311.00	0.00	294,025.00	0.00
425-425-531-50-10-00	DNU SD Salaries & Wages	154,814.62	171,311.00	246,896.06	294,025.00	258,675.00
	Salaries & Wages					
425-425-531-00-21-00	Personnel Benefits	0.00	0.00	27,427.99	0.00	28,920.00
425-425-531-00-22-00	Storm Retirement	0.00	0.00	3,913.50	0.00	5,530.00
425-425-531-00-23-00	Storm L & I	0.00	0.00	18,506.78	0.00	19,790.00
425-425-531-00-24-00	Storm FICA	0.00	0.00	84,339.51	0.00	89,180.00
425-425-531-00-25-00	Storm Medical Insurance	0.00	0.00	47.76	0.00	55.00
425-425-531-50-21-00	Storm Life Insurance	14,394.76	17,008.98	0.00	31,005.00	0.00
425-425-531-50-22-00	DNU Retirement	1,874.36	2,466.13	0.00	5,800.00	0.00
425-425-531-50-23-00	DNU L & I	11,726.88	12,896.91	0.00	22,610.00	0.00
425-425-531-50-24-00	DNU FICA	52,509.02	62,278.59	0.00	97,640.00	0.00
425-425-531-50-25-00	DNU Medical Insurance	28.44	27.10	0.00	55.00	0.00
	DNU Life Insurance	80,533.46	94,677.71	134,235.54	157,110.00	143,475.00
	Personnel Benefits					
425-425-531-00-31-00	Supplies	0.00	0.00	1,401.54	0.00	0.00
425-425-531-00-31-10	Storm Office Supplies	0.00	0.00	20,385.01	0.00	30,000.00
425-425-531-00-35-00	Storm Operating Supplies	0.00	0.00	207.52	0.00	5,000.00
	Storm Small Tools & Equipment	0.00	0.00	21,994.07	0.00	35,000.00
	Supplies					
425-425-531-00-41-00	Services	0.00	0.00	26,916.65	0.00	95,000.00
425-425-531-00-41-90	Storm Professional Services	0.00	0.00	13,142.96	0.00	0.00
425-425-531-00-42-20	Storm NPDES Engineering	0.00	0.00	3,234.30	0.00	5,000.00
425-425-531-00-42-30	Storm Postage	0.00	0.00	479.04	0.00	500.00
425-425-531-00-43-00	Storm Telephone	0.00	0.00	0.00	0.00	5,000.00
425-425-531-00-43-00	Storm Travel	0.00	0.00	555.85	0.00	2,000.00
425-425-531-00-45-00	Storm Rentals	0.00	0.00	12,714.48	0.00	12,045.00
425-425-531-00-46-00	Storm Insurance	0.00	0.00		0.00	

Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
425-425-531-00-47-00	Storm Utilities	0.00	0.00	21,685.48	0.00	23,000.00
425-425-531-00-48-00	Storm Contr Repair & Maint	0.00	0.00	2,553.93	0.00	10,000.00
425-425-531-00-48-10	Storm Vehicle Repair & Maint	0.00	0.00	1,195.94	0.00	3,000.00
425-425-531-00-49-10	Storm Dues & Subscriptions	0.00	0.00	0.00	0.00	250.00
425-425-531-00-49-20	Storm Training & Education	0.00	0.00	0.00	0.00	1,000.00
425-425-531-00-49-70	Storm Debris Disposal	0.00	0.00	5,971.59	0.00	5,900.00
425-425-531-00-49-95	Storm Bank Service Charges	0.00	0.00	7,076.06	0.00	0.00
425-425-531-50-47-00	DNU St Drain Utilities Services	21,088.07	19,538.76	0.00	23,000.00	0.00
		<b>21,088.07</b>	<b>19,538.76</b>	<b>95,526.28</b>	<b>23,000.00</b>	<b>162,695.00</b>
	<b>Intergovernmental Services</b>					
425-425-531-00-50-99	Storm Dike Assessments	0.00	0.00	139.60	0.00	200.00
425-425-531-00-53-00	Storm Excise Tax	0.00	0.00	16,250.40	0.00	0.00
	<b>Intergovernmental Services</b>	<b>0.00</b>	<b>0.00</b>	<b>16,390.00</b>	<b>0.00</b>	<b>200.00</b>
<b>531</b>	<b>Storm Drainage Utilities</b>	<b>256,436.15</b>	<b>285,527.47</b>	<b>515,041.95</b>	<b>474,135.00</b>	<b>600,045.00</b>
<b>591</b>	<b>Redemption of Debt</b>					
	<b>Debt Service Principal</b>					
425-425-591-31-70-00	Storm 2007 Rev Bond Principal	0.00	0.00	252,847.15	0.00	568,820.00
	<b>Debt Service Principal</b>	<b>0.00</b>	<b>0.00</b>	<b>252,847.15</b>	<b>0.00</b>	<b>568,820.00</b>
<b>591</b>	<b>Redemption of Debt</b>	<b>0.00</b>	<b>0.00</b>	<b>252,847.15</b>	<b>0.00</b>	<b>568,820.00</b>
<b>592</b>	<b>Interest &amp; Other Debt Svc Cost</b>					
	<b>Debt Service Interest &amp; Other</b>					
425-425-592-31-80-00	Storm 2007 Rev Bond Interest	0.00	0.00	4,578.85	0.00	1,100.00
	<b>Debt Service Interest &amp; Other</b>	<b>0.00</b>	<b>0.00</b>	<b>4,578.85</b>	<b>0.00</b>	<b>1,100.00</b>
<b>592</b>	<b>Interest &amp; Other Debt Svc Cost</b>	<b>0.00</b>	<b>0.00</b>	<b>4,578.85</b>	<b>0.00</b>	<b>1,100.00</b>
<b>595</b>	<b>Streets Capital Improvements Services</b>					
425-425-595-40-41-00	Storm Drain Engineering	3,216.00	3,783.92	0.00	0.00	50,000.00
425-425-595-40-41-01	DNU Storm NPDES Engineering Services	8,492.32	6,849.58	0.00	50,000.00	0.00
		<b>11,708.32</b>	<b>10,633.50</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>
<b>595</b>	<b>Streets Capital Improvements</b>	<b>11,708.32</b>	<b>10,633.50</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>
<b>597</b>	<b>Transfers Out</b>					
	<b>Non-Expenditures</b>					
425-425-597-15-00-01	Transfer to - Curr Expense	0.00	153,500.00	96,151.00	0.00	96,150.00
425-425-597-15-04-01	Transfer to - Sewer	0.00	31,000.00	7,750.00	0.00	31,000.00
425-425-597-15-04-26	Transfer to - Storm Capital	0.00	2,100,000.00	62,500.00	125,000.00	125,000.00
425-425-597-15-05-01	Transfer to - ER&R	16,750.00	16,750.00	16,750.00	16,750.00	16,750.00
	<b>Non-Expenditures</b>	<b>16,750.00</b>	<b>2,301,250.00</b>	<b>183,151.00</b>	<b>141,750.00</b>	<b>268,900.00</b>
<b>597</b>	<b>Transfers Out</b>	<b>16,750.00</b>	<b>2,301,250.00</b>	<b>183,151.00</b>	<b>141,750.00</b>	<b>268,900.00</b>



# Department Overview 2017 Budget

DEPARTMENT

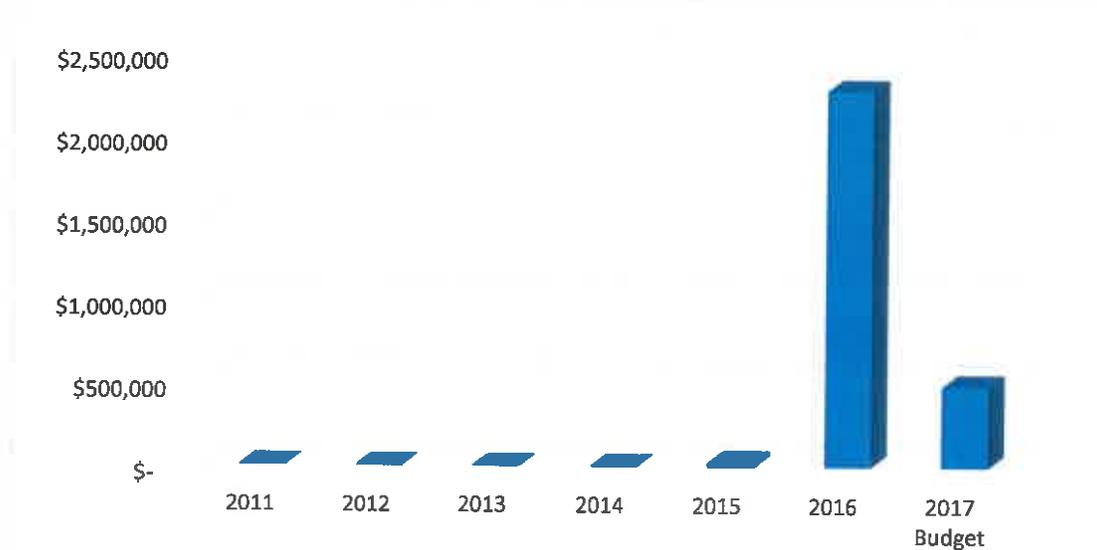
426-000

Storm Drainage Capital  
Reserve

<p>The Drainage Utility currently provides capital project funding and partial maintenance of the existing storm drain system, including city-owned detention and conveyance facilities. The level of service for the installed system is to convey the 25-year storm event to receiving drainage basins without causing ponding or overflows into the system.</p>	
2016 ACCOMPLISHMENTS	2017 GOALS & OBJECTIVES
<ul style="list-style-type: none"> <li>• Pervious Concrete Construction-Phase 1</li> <li>• Fairhaven/Gages Culvert Replacement</li> </ul>	<ul style="list-style-type: none"> <li>• Apply for DOE grant for construction of phase2</li> <li>• Close out Ecology grant after 2016 Construction</li> </ul>

## CAPITAL EXPENDITURES

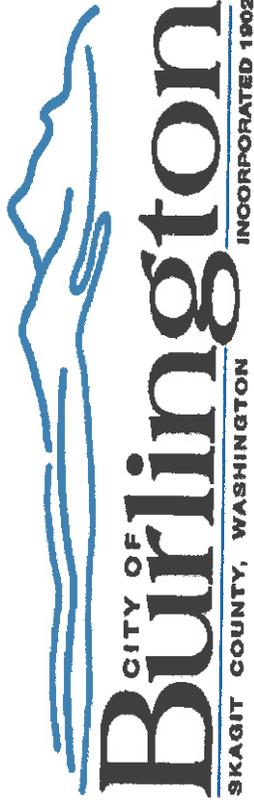
2011	2012	2013	2014	2015	2016	2017 Budget
\$ -	\$ -	\$ -	\$ -	\$ 22,708	\$ 2,286,334	\$ 492,000



# General Ledger

## 2017 Adopted Expenditure Budget

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 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
426	Storm Capital Reserve Fund					
000	Department					
594	Capital Expenditures					
	Capital Outlay					
426-000-594-31-60-10	Storm Cap Bldgs & Structures	0.00	0.00	0.00	0.00	30,000.00
426-000-594-31-60-20	Storm Cap Machinery & Equip	0.00	0.00	0.00	0.00	5,000.00
426-000-594-31-60-30	Storm Cap Computer Systems	0.00	0.00	0.00	0.00	2,000.00
426-000-594-31-60-40	Storm Cap Engineering	0.00	0.00	0.00	0.00	235,000.00
426-000-594-31-60-50	Storm Cap Construction	0.00	0.00	0.00	0.00	200,000.00
426-000-594-31-60-60	Storm Cap Gages Slough Outfall Capital Outlay	0.00	0.00	0.00	0.00	20,000.00
	Capital Expenditures	0.00	0.00	0.00	0.00	492,000.00
594	Department					
595	Streets Capital Improvements					
	Capital Outlay					
426-000-595-40-63-00	DNU Storm Drain Construction	0.00	8,131.59	570,261.99	535,000.00	0.00
426-000-595-40-63-05	Storm LID Project DOE Grant Capital Outlay	0.00	0.00	1,716,071.59	1,980,000.00	0.00
	Capital Expenditures	0.00	8,131.59	2,286,333.58	2,515,000.00	0.00
595	Department					
	Streets Capital Improvements	0.00	8,131.59	2,286,333.58	2,515,000.00	0.00
000	Department	0.00	8,131.59	2,286,333.58	2,515,000.00	492,000.00



# Department Overview 2017 Budget

**DEPARTMENT**

**501-000**

**Equipment Rental &  
Replacement Fund**

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All counties and cities with a population over 8,000 are required to have an ER&R fund per RCW 35.21.088. The City started the process of establishing this fund in 2013. In 2017 the City will implement the use of the ER&R fund by purposeful incremental funding for purchases of replacement capital equipment using funding based on adopted standards and levels of service, expected useful life for buildings & grounds, library, IT, fiber, public safety, parks, cemetery, sewer, streets, and storm water departments.

### 2017 ER&R

\$2,400	IT - Police – PC and Laptop
\$2,500	IT - Server Hard Drive and Upgrades
\$4,600	IT - Library PCs
\$1,500	IT - Mitel Phone Upgrades
\$18,000	IT - Network Switch Upgrades
\$5,500	IT - Barracuda SPAM Appliance Replacement
\$7,500	IT - Barracuda Archive Appliance Replacement
\$1,500	IT - Desktop Hard Drives to Solid State Drives Replacement
\$2,500	IT - Server Uninterruptable Power Supply Replacement
\$1,500	IT - Fire PC Replacement
\$5,000	IT - Server Room 19" Rack Expansion
\$2,000	IT - Refurbished Laptops – Various Departments
\$1,000	IT - IT Tablets
\$2,000	IT - Archive Hard Drive for DR & Backups
\$3,200	IT - Engineering Workstation Replacement
\$2,400	IT - Parks Replacement PC
\$8,500	IT - BCBA2 Server Replacement
\$8,000	IT - Council Chambers Projector Replacement



## Department Overview 2017 Budget

**DEPARTMENT**

501-000

**Equipment Rental &  
Replacement Fund**

\$15,000	IT - Police Camera Replacement
\$6,500	IT - BCNAS1 Storage Server Replacement
\$5,000	IT - City Hall Cameras
\$2,500	IT – VIC and Library Video Message Boards
\$104,000	Police – Replace Two Vehicles
\$36,000	Police – Replace Detective Vehicle
\$8,000	Police – Replace Traffic Patrol Vehicle (Equip Charger)
\$5,700	Police – Replace Squad Room Chairs
\$11,000	Police – Radar Trailer
\$375,000	Fire – CIP PS-112 – 25% of purchase price for Ladder Truck – 2020 Purchase
\$25,000	Fire – CIP PS-118 – Replace Staff Vehicle – Future \$12,500 each year – Replace every 4 years
\$68,750	Fire – CIP PS-110 & PS-115 – Self-Contained Breathing Apparatus – Replace in 2020 for \$275,000
\$100,000	Fire – CIP PS-113 – Replace Engine in 2021 – Purchase Price \$500,000 – Future \$50,000 each year – Replace every 10 years
\$60,000	Fire – CIP PS-109 – Auto Extrication Equipment
\$25,000	Fire Marshal – Vehicle Replacement in 2020 – Purchase Price \$50,000 – Every 4 years
\$20,000	Sewer – Replace trucks – One in 2018 & One in 2020
\$15,000	Sewer – Computer Systems
\$50,000	Sewer – Camera Truck Upgrades
\$5,000	Cemetery – Lowering device with telescoping supports
\$19,500	Library – Lighted Wayfinding Sign - \$19,500 Accumulated from 2015 & 2016 budgets
\$1,133,350	Total



# Department Overview 2017 Budget

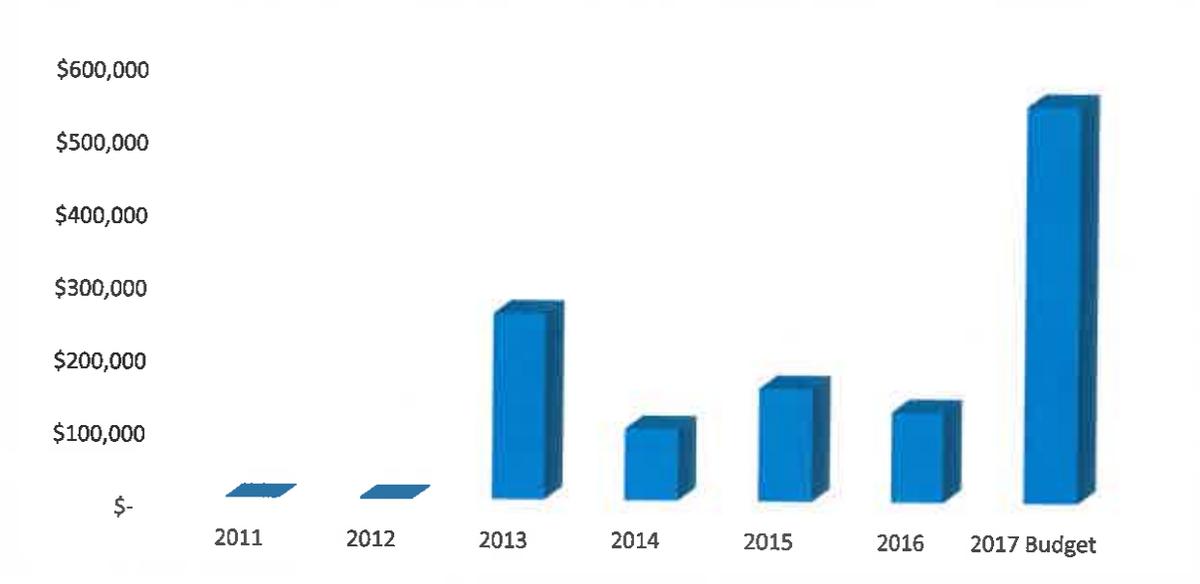
DEPARTMENT

501-000

Equipment Rental &  
Replacement Fund

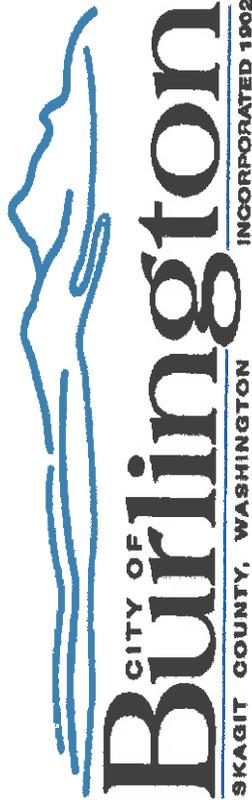
## PLANNED CAPITAL EQUIPMENT REPLACEMENT

2011	2012	2013	2014	2015	2016	2017 Budget
\$ -	\$ -	\$ 256,399	\$ 99,071	\$ 156,460	\$ 125,047	\$ 545,100



# General Ledger 2017 Adopted Expenditure Budget

User: renees  
 Printed: 08/22/17 13:40:37  
 Period 01 - 15  
 Fiscal Year 2017



Account Number	Description	2014 Actual	2015 Actual	2016 Actual	2016 Adopted Budget	2017 Adopted Budget
501	Equipment Rental & Repair Fund					
000	Department					
594	Capital Expenditures					
	Capital Outlay					
501-000-594-18-60-02	ER&R IT Equip Replacement	0.00	0.00	0.00	0.00	95,900.00
501-000-594-21-60-01	ER&R Police Veh Replacement	0.00	0.00	0.00	0.00	148,000.00
501-000-594-21-60-02	ER&R Police Equip Replacement	0.00	0.00	0.00	0.00	16,700.00
501-000-594-22-60-01	ER&R Fire App Replacement	0.00	0.00	0.00	0.00	25,000.00
501-000-594-22-60-02	ER&R Fire Mach & Equip Replace	0.00	0.00	0.00	0.00	60,000.00
501-000-594-24-60-01	ER&R Fire Marshall Veh Replace	0.00	0.00	0.00	0.00	25,000.00
501-000-594-32-60-01	ER&R Fiber Mach & Equip	0.00	0.00	0.00	0.00	5,000.00
501-000-594-35-60-02	ER&R Sewer Mach & Equip Replac	0.00	0.00	0.00	0.00	50,000.00
501-000-594-36-60-01	ER&R Cemetery Mach & Equip	0.00	0.00	0.00	0.00	5,000.00
501-000-594-42-60-01	ER&R Streets Machine & Equip	0.00	0.00	0.00	0.00	55,000.00
501-000-594-42-60-02	ER&R Streets Vehicle Replace	0.00	0.00	0.00	0.00	40,000.00
501-000-594-72-60-01	ER&R Library Mach & Equip Repl	99,071.41	156,459.54	125,046.84	104,000.00	19,500.00
501-000-594-76-64-00	ER&R Machinery & Equipment	99,071.41	156,459.54	125,046.84	104,000.00	0.00
	Capital Outlay					545,100.00
594	Capital Expenditures	99,071.41	156,459.54	125,046.84	104,000.00	545,100.00
000	Department	99,071.41	156,459.54	125,046.84	104,000.00	545,100.00



## Department Overview 2017 Budget

DEPARTMENT

701-000

Cemetery Endowment Fund

The Cemetery Endowment is a permanent fund designed to hold an accumulated fifteen percent of lot sales to provide reasonable care to the plots and grounds in perpetuity. City code stipulates that no less than ten percent of lot sales will be allocated for this purpose. This fund cannot be used for maintenance of the cemetery until there are no plots left to sell. However, the fund can be used for property acquisition for expansion although there are no plans at this time.