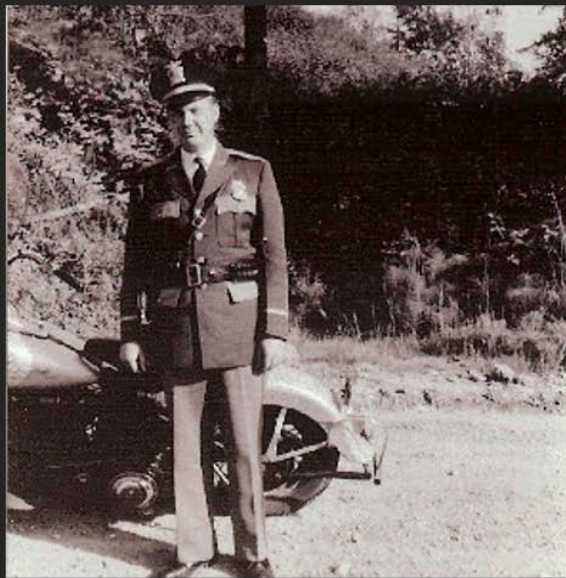


City of Medina 2021 Detailed Budget



Presented by Julie Ketter, Finance Director

Table of Contents

Introduction	1-2
Specifics about the Levy Lid Lift	2
2021 Budget, Summary Information	
General Fund & Street Operations Revenue	2-4
General Fund & Street Operations Expense	4-6
Capital Fund, Revenue & Expense	6-7
Tree Fund, Revenue & Expense	7
Year End Carryover Balances	7-8
Comparative Summary by Fund	8
2021 Budget, Detail Information	
General Fund Revenue.....	9-10
General Fund Expenses by Department	11-23
Interfund Transfers	24
Street Fund Revenue	25
Street Fund Expenses.....	26
Tree Fund Revenue	27
Tree Fund Expenses	28
Levy Stabilization Fund	29
Capital Fund Revenue	30
Capital Fund Expenses	31
Supplementary Attachments	
Employee Salary Schedule	32
2021-2026 Capital Improvement Plan.....	33-34

INTRODUCTION

It is impossible to talk about the 2021 budget without talking about last year's ballot measure passing and providing the City additional funds with a property tax levy lid lift. *The promises that were made to the voters, if they passed the measure, are the foundation this budget was built on.*

Why did we go to the ballot? Statewide Initiative 747, passed in 2001, limited what municipalities can increase their property tax levy total amount to 1% without a vote of the people. Small cities, like Medina, who are heavily reliant on property tax to fund services, quickly discovered with their main source of revenue held below inflation that overall revenues were not keeping up with rising costs. For nearly two decades Medina added smaller revenue sources, such as utility taxes, to fill the gap and trimmed expenses without noticeably reducing service levels. More recent years saw deficit spending and draining of reserves. 99% of all Medina's General Fund & Street Operations spending is for services that are state-mandated or essential support functions to the mandated services. However, the state doesn't dictate the level of which you provide it—for example, you must have law enforcement but they don't tell you staffing levels, how often they do neighborhood patrols or that public safety requires lifeguards if you have a beach. After nearly 20 years of budget trimming, Medina was facing the need to cut into service levels that would be noticeable in every area, including public safety. In 2018, City Council and staff started a 2-year process of long-term financial planning, exploring options and public engagement surrounding a levy lid lift measure. These promises were born from those conversations and must be kept:

-Maintain the same LEVEL of services as before the levy lid lift. Remember, these were already trimmed service levels. This dictates a service level, status-quo budget. So, no additions or reductions from the 2019 picture.

-Restore the City's measures of financial health:

*Start each new year with the full General Fund required balance to cover first quarter expenses. This is something the State Auditor looks for, as well as creditors. It allows us to continue to pay the bills while waiting for our major source of funding (property taxes) that only get paid to the City in portions every 6 months.

*Engaged Finance Committee.

*Continual long-term financial planning, always looking ahead 10 years.

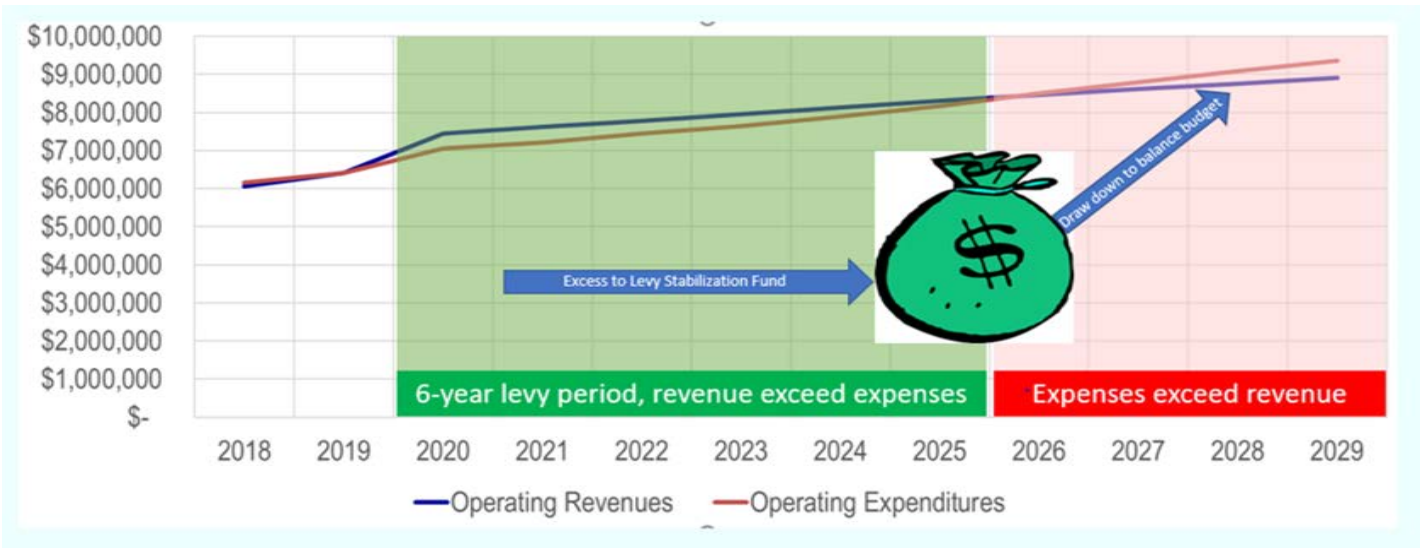
*Contingency Fund rebuilt.

*Develop community friendly financial statements.

-Make the "bump" from the 6-year levy last at least 10-years.

Levy year 1 (2020) filled the gap from the impact of deficit spending years as well as allowed services to continue without reduction. Years 2-6 (2021-25) will have budgeted transfers to a *Levy Stabilization Fund* in amounts that will build an operating reserve to draw on for at least another 4 years. 2021's budget reflects a \$500K transfer into this fund. See illustration on following page.

□



SPECIFICS ABOUT THE LEVY

The levy’s structure was designed to have an initial increase of no more than \$0.20 per \$1000 assessed value (example \$2M AV home = additional \$400/year). In 2020 this gave the City an additional 12% of revenue towards General Fund and Street Operations, \$941,572. For the next five years (2021-2025) the City will be allowed to increase this amount by 5%, see projected table below. In 2026 the previous year’s levy total will roll into the regular property taxes, which is limited to an annual increase of no more than 1%.

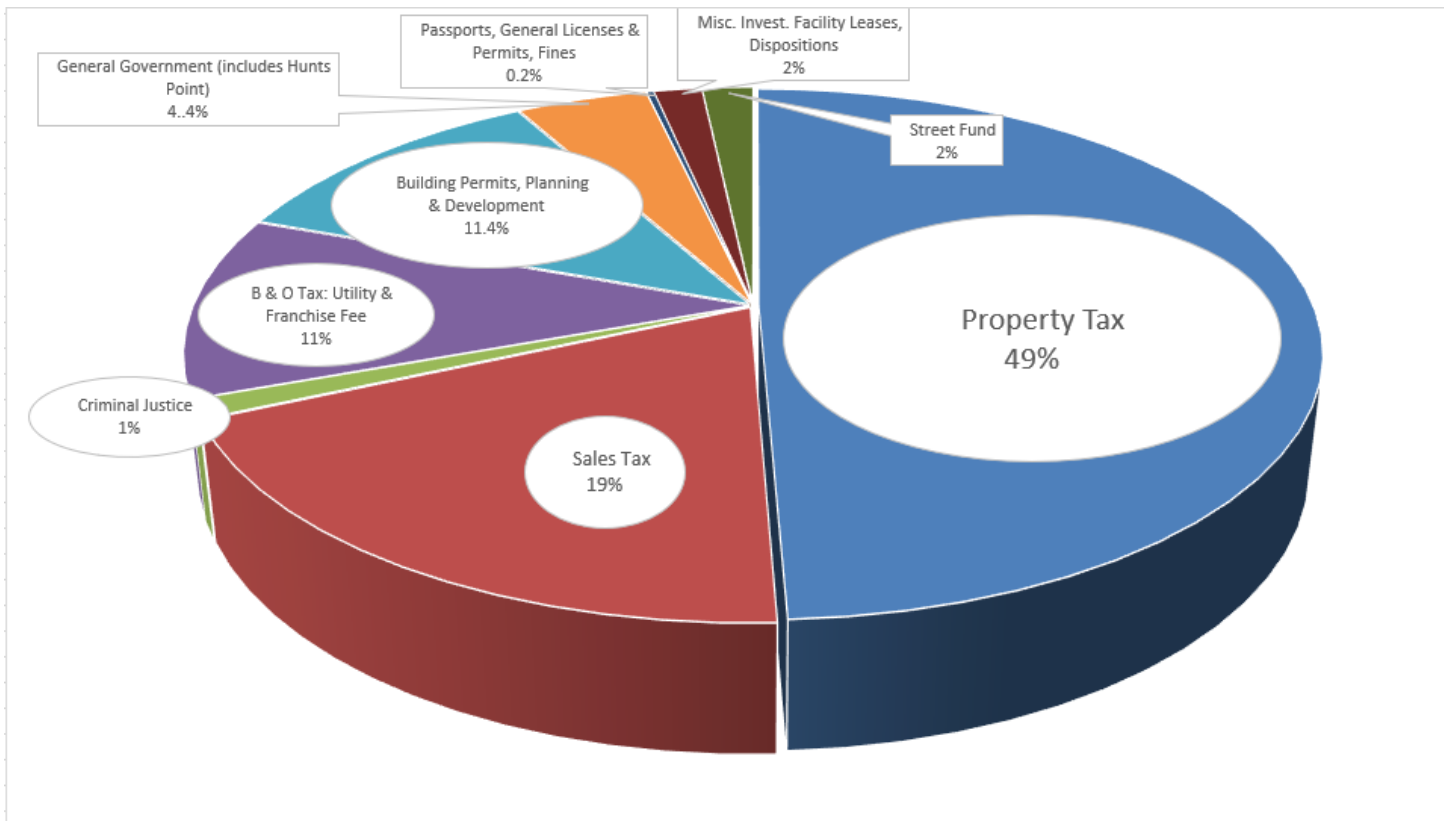
How Much Extra Funds is the Levy Lid Lift Creating Each Year?			
Projected Revenues, 2020-2029			
	Amount of Increase	Total	
2020	\$ 941,572	\$ 941,572	Initial "bump"
2021	\$ 47,079	\$ 988,651	
2022	\$ 49,433	\$ 1,038,083	+5% each year
2023	\$ 51,904	\$ 1,089,987	
2024	\$ 54,499	\$ 1,144,487	
2025	\$ 57,224	\$ 1,201,711	+1% each year
2026	\$ 12,017	\$ 1,213,728	
2027	\$ 12,137	\$ 1,225,865	
2028	\$ 12,259	\$ 1,238,124	
2029	\$ 12,381	\$ 1,250,505	
		\$ 11,332,713	10-year total

2021 Preliminary Budget, By Fund

General Fund & Street Operations, 89.4% of Total City Budget

While they are separate funds for accounting purposes, they are combined for budgeting presentations. Because the Street Fund has so few of its own dedicated sources of revenue, the General Fund provides nearly three-quarters of its funding through transfers.

Anticipated Revenues, Where Does the Money Come From?



Amount by Category and Year-Over-Year Comparisons:

	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end Projections	2021 Proposed Budget	Increase/ (decrease) from 2020 Projected	
REVENUE:							
General Fund							
Property Tax	\$2,772,182	\$2,833,287	\$3,846,583	\$3,846,583	\$3,986,413	\$139,830	3.6%
Sales Tax	\$1,165,166	\$1,374,390	\$1,277,688	\$1,492,504	\$1,522,354	\$29,850	2.0%
Criminal Justice	\$96,460	\$101,857	\$84,920	\$90,080	\$90,080	\$0	0.0%
B & O Tax: Utility & Franchise Fee	\$778,070	\$890,461	\$1,008,849	\$880,258	\$890,525	\$10,267	1.2%
Leasehold Excise Tax	\$941	\$860	\$741	\$885	\$800	(\$85)	-9.6%
Building Permits, Planning & Development	\$849,404	\$1,069,356	\$973,275	\$813,500	\$890,611	\$77,111	9.5%
General Government (includes Hunts Point)	\$327,501	\$345,390	\$346,071	\$431,500	\$358,233	(\$73,267)	-17.0%
Passports, General Licenses & Permits	\$10,172	\$18,912	\$18,387	\$4,953	\$8,491	\$3,538	71.4%
Fines, Penalties, Traffic Infr.	\$12,021	\$30,614	\$25,000	\$59,000	\$31,250	(\$27,750)	-47.0%
Misc. Invest. Facility Leases	\$134,046	\$150,803	\$137,545	\$129,314	\$128,007	(\$1,307)	-1.0%
Other Revenue, Dispositions	\$16,113	\$599	\$3,000	\$12,495	\$3,000	(\$9,495)	-76.0%
General Fund Total	\$6,162,076	\$6,816,529	\$7,722,058	\$7,761,072	\$7,909,764	\$148,692	1.9%
Street Fund	\$111,909	\$88,024	\$95,957	\$72,349	\$139,092	\$66,743	92.3%
Street Fund Transfers In	\$323,426	\$387,000	\$370,000	\$370,000	\$377,132	\$7,132	1.9%

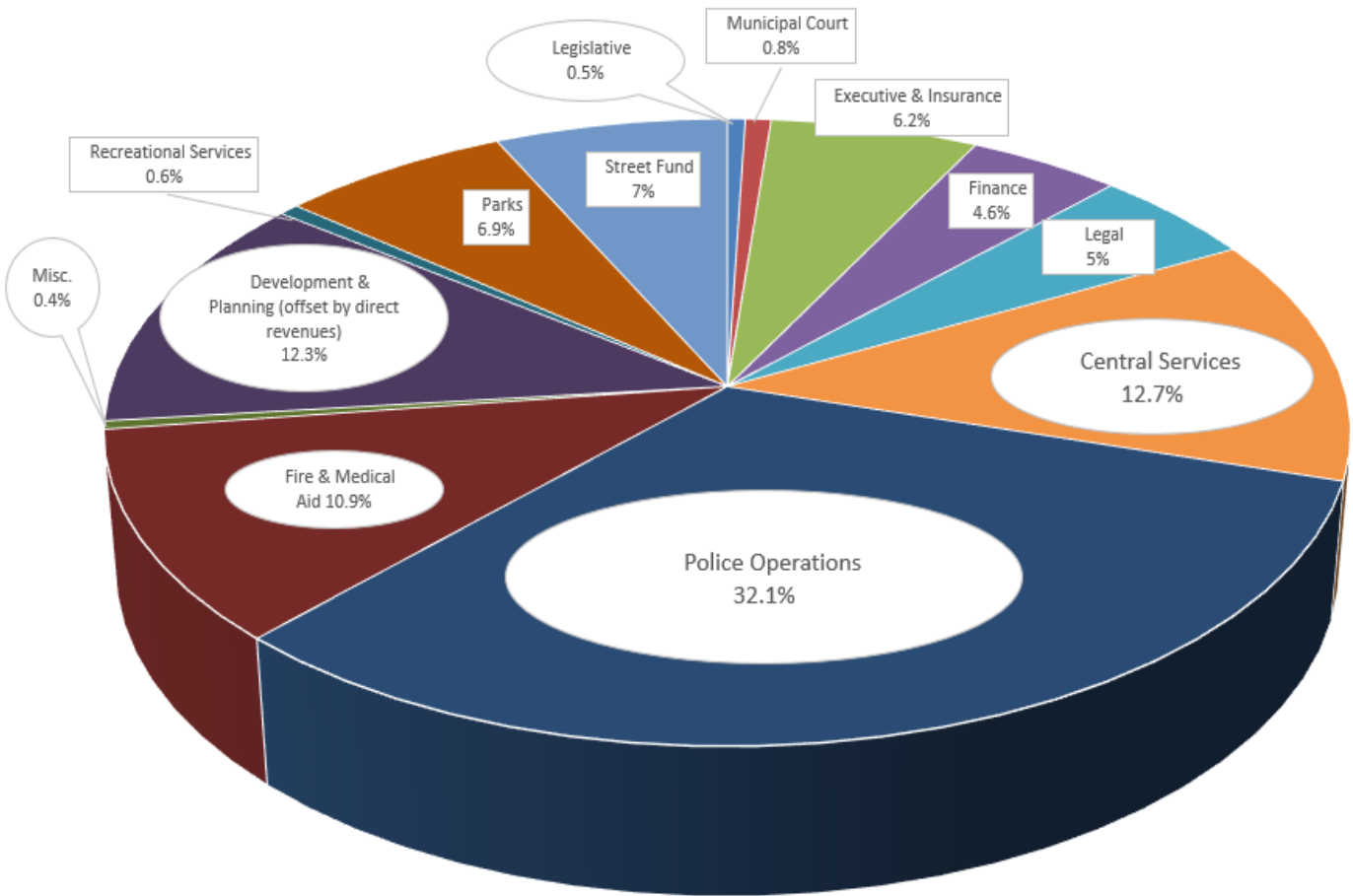
Notes:

-Development Service's 9.5% increase in fees will be offset with associated cost increases. The department is currently projected to be at 98% cost recovery rate.

-General Government's 2020 projection reflects \$80K of one-time Federal COVID (CARE Act) funds. Factoring that out, this source is in anticipating a 2% increase for 2021.

- Passports, General Licenses & Permits are anticipating the reopening of City Hall in phase III by mid-year. 2020's projection is based on its actual receipts collected prior to the Stay Home, Stay Safe order from the Governor that closed City Hall to the public.
- Fines reflect a large code enforcement collection in 2020. That was considered a one-time event; 2021 reflects a small increase over prior years' activity.
- Misc. investment & facility leases reflects a full year of the newly renegotiated post office lease in 2021. Additional miscellaneous amount associated with City Hall reopening has also increased but we are not anticipating a repeat of 2020's donation, leaving the year-over-year total amount flat.
- Other revenue & dispositions reflect a one-time insurance claim payment in 2020's projection.
- The Street Fund's direct sources of revenues are anticipated to increase 92% (\$67K) in 2021. Additional grant funds are expected from Dept. of Ecology but they will be offset by cost incurred.

Budgeted Expenses, What Is the Money Spent On?



Amount by Department and Year-Over-Year Comparisons:

EXPENDITURES:	2020 Budget	2020 Year-end Projections	2021 PRELIMINARY	Increase/ (decrease) from 2020 Projected	
General Fund					
Legislative	\$24,800	\$12,519	\$39,600	\$27,081	216.3%
Municipal Court	\$70,000	\$54,750	\$57,000	\$2,250	4.1%
Executive	\$271,196	\$267,361	\$274,819	\$7,458	2.8%
Finance	\$476,494	\$485,245	\$524,983	\$39,738	8.2%
Legal	\$257,200	\$457,256	\$367,200	(\$90,056)	-19.7%
Central Services	\$793,132	\$938,157	\$941,639	\$3,482	0.4%
Police Operations	\$2,387,644	\$2,275,079	\$2,380,557	\$105,478	4.6%
Fire & Medical Aid	\$817,367	\$817,368	\$807,954	(\$9,414)	-1.2%
Public Housing	\$18,476	\$18,476	\$18,476	\$0	0.0%
Environmental Services	\$11,889	\$11,889	\$11,878	(\$11)	-0.1%
Development & Planning	\$1,073,890	\$775,858	\$910,642	\$134,784	17.4%
Mental Health Services	\$850	\$850	\$884	\$34	4.0%
Recreational Services	\$44,044	\$31,466	\$44,820	\$13,354	42.4%
Parks	\$519,835	\$486,349	\$511,781	\$25,432	5.2%
General Fund Total	\$6,766,817	\$6,632,623	\$6,892,234	\$259,611	3.9%
<i>General Fund Transfers Out</i>	<i>\$370,000</i>	<i>\$370,000</i>	<i>\$877,132</i>	<i>\$507,132</i>	<i>137.1%</i>
Street Fund	\$460,091	\$433,528	\$515,112	\$81,584	18.8%

General Notes:

-84% of General Fund and Street Operations spending is on labor. 67% of that is direct staff and 33% contracted. Contracted labor has seen overall rate increases recently but we are not anticipating increases for 2021. A notated version of the 2021 draft budget ordinance's attachment, representing the salary schedule detailed by position, is included at the end of this brief. Direct staff's COLA adjustments are based on the following:

*Police Guild Contract (8 FTEs), +3%

*Teamsters Clerical Contract (6 FTEs), +2% (budget placeholder pending completion of new contract negotiation)

*Teamsters Public Works Contract (4 FTEs), +2% (budget placeholder pending completion of new contract negotiation)

*Unrepresented Employees, including City Manager (7.7 FTEs), +1% based on June 30th CPI-W (Seattle-Tacoma-Bellevue)

-Employee benefit rates have been finalized by AWC and are reflected in this budget. They had kept increases to nearly zero in the last couple of years but medical premiums will be increasing by 4% and dental/vision held to 0%. The City pays 90% of medical premiums for employees and their dependents plus 100% of dental, vision, employee only LTD/life insurance.

-76% of General Fund and Street Operations budgeted spending is for State Mandated Services: Public Safety, City Manager, Development Services & Finance. 23% is spent on the Essential Services that support the need for delivering effective and efficient public service and a reliable public infrastructure such as IT, park & building maintenance and risk management. The remaining 1% is discretionary spending for quality of life and other Council initiatives.

Department Specific Notes:

-**Legislative** expects to return to pre-COVID spending in 2021 and also has included a one-time extra amount towards the summer celebration.

-**Municipal Court** expects to return to pre-COVID spending in 2021.

-**Executive** is re-appropriating 2020's unspent training budget in 2021.

-35% of **Finance's** budget is WCIA insurance premiums which are expecting notable increases.

-**Legal** is anticipating a slowing of expenses related to a complex issue that started in January 2020.

-**Central Services** reduction from 2020 projection is due to one-time expenses related to COVID and \$116K unbudgeted culvert repair which the State Auditor's Office directed us to charge to Central Services "jobbing".

-**Police's** 5% increase over 2020 projections which were reduced from budget. 2021 reflects a return to full walk-in services as City Hall reopens.

-**Fire & Medical Aid** contract with the City of Bellevue is reflecting a *1% decrease!* At this time last year, they had an unsettled labor contract. In previous years when has happened, the following year there was a large retroactive increase to cover the contract cities portion of the new labor agreement, which we were expecting for 2021. However, this time they were able to hold down labor increases. Additionally, since the City's fees are calculated based mostly on population & calls for service ratio to overall count, Medina's numbers are stagnant while Bellevue's numbers have grown which gave us a smaller portion. Also, the County's EMS levy that passed last fall has given Bellevue an additional revenue source to offset their costs rather than pass it along to the contract cities.

-**Development** activity is expected to return to pre-COVID, 2018 levels. As mentioned previously, the department is expected to cover 98% of their spending through fees.

-**Recreation** (lifeguards) had a reduced season and staff in 2020 due to COVID. We are budgeting 2021 as a return to full operations.

-**Parks and Streets** both receive a portion of Public Works salary, allocated 60% / 40%. They both had 2020 cost savings due COVID impacting the City's ability and need to hire a replacement crew member after a staff retirement in early spring. The position remained vacant for nearly 4 months and was filled at entry level.

-**Street Fund** also has an additional one-time amount included in 2021 expenses related to the Dept. of Ecology's additional reimbursement grant funding mentioned previously.

-**General Fund's transfers** out has increased by 137%. This is due to the new transfer to the Levy Stabilization Fund as mentioned previously. Our long term financial planning process determined a minimum of \$350K was required to be transferred to the fund in 2021 as a first of 5 annual installments needed to fulfill our promise to the voters for passing the new levy, in order to make it last for at least 10-years. The City is anticipating being able to transfer up to \$500K during the 2021 budget.

Capital Fund, 10.1% of Total City Budget

Capital Fund revenues come from five sources, each coming with restrictions of what it can be used for:

Real Estate Excise Tax -REET (70% of total) is generated from the selling of real estate within the community. It is the most restrictive source as it can only be used for large capital improvement projects. The State strictly defines those projects and its use is audited thoroughly each year. Since the real estate market goes through boom-to-bust cycles over time, this revenue source mirrors it. Medina has been enjoying a robust local real estate period for a number of years but more recently, while still active, it is been heavily weighted towards small, older homes often on larger lots. 2021's anticipated REET revenue of \$778K has been budgeted conservatively. It assumes there is a finite amount of developable inventory within the City as well as available local industry and customers with an appetite to take on the types of homes that we have seen built.

Grant Funds (24% of total) can come from a variety of sources but in Medina they typically come from the State Transportation Improvement Board. The \$266K budgeted for 2021 is funds that were initially granted for street overlays in 2020 but the City deferred the funds to 2021. Shortly before starting the project in 2020, Bellevue Utilities notified the City of their plans to dig up the grant related streets to replace piping *after* the paving was originally scheduled. While TIB has been generous with grants to Medina in the last 5-years, they have taken multiple blows to their revenue sources recently; the City should anticipate in future years a dwindling or even disappearance of these sort of grants.

King County Parks Levy (4% of total) is the voter approved levy to improve parks county-wide. The \$50K reflected in the capital budget is Medina's allocation from that levy that will be received each year, 2020-2025.

Investment Earnings (2% of total) from the balance kept in this fund. The capital fund is projected to start 2021 with a fund balance of almost \$2.9M. This balance has been built over the recent real estate boom in order to continue with needed projects once the market cools and REET receipts decline.

Donations from the community for capital projects, especially park improvements are the fifth source of funding. The community has been generous over the years but this is not a source we include in budget planning.

HOW MUCH WILL BE SPENT ON WHAT PROJECTS IN 2021?

During the June 8th meeting the City Council was presented and approved the 6-year Capital Improvement Plan through 2026. A copy of that is attached to the end of this brief for reference. The budget reflects that list and also includes an additional amount for a potential adding of a park project. The total budgeted cost for 2021 is \$840K. While this is lower than recent years it is still the same typical number of projects, just less costly ones.

Tree Fund, 0.5% of Total City Budget

Revenues to this fund come from fees collected under the tree code and can only be used on certain tree planting or canopy restoration. Each year the City anticipates minor fee collection but occasionally receives a single, large amount which keeps enough of a fund balance to support a larger project. 2021 anticipates \$3075 in revenues and plans to use part of \$113K fund balance towards \$38K of hazardous tree removal and replanting.

Year End Carryover Balances

As is the case with a lot of smaller organizations, Medina does not use accrual accounting methods, instead it operates on a cash basis. Accrual accounting means revenue and expenses are recognized and recorded when they occur, while cash basis accounting means these line items aren't documented until cash exchanges hands. A result of this is that known future expense obligations are not reflected on financial reports. This distinction is important when it comes to viewing the City's year end carryover balances. Fund balances remaining at the end of each year, especially in the General Fund can be mistakenly assumed to be discretionary "reserves". In reality, it is similar to a personal checkbook balance that is needed to pay bills that will come due before you get paid again. Since the majority of Medina's funding for general day-to-day operations doesn't come in until the spring it is our policy, based on auditor & financial advisory organizations recommendations, that we start each year with a 25% carryover balance to cover those 1st quarter expenses. Because of 2020's projected additional sales tax receipts and general overall expense savings, the General Fund could exceed that mark by almost \$140K. It will be staff's recommendation to Council to direct that amount into starting to rebuild the City's drained Contingency Fund.

COMPARATIVE SUMMARY BY FUND

DESCRIPTION	2018	2019	2020	2020	2021	Minimum Fund Year End Carryover Balances
	Actuals	Actuals	Budget	Year-end Projections	Preliminary Budget	
GENERAL FUND						
BEGINNING FUND BALANCE	\$ 1,065,344	\$ 837,822	\$ 1,181,753	\$ 1,181,753	\$ 1,940,202	2021 Fund Balance
REVENUES	6,162,076	6,816,529	7,722,058	7,761,072	7,909,764	Projected, Excess/(Shortfall)
OPERATING TRANSFERS-IN	-	-	-	-	-	\$138,260
EXPENDITURES	6,349,598	6,432,598	6,766,817	6,632,623	6,892,234	25% Policy Minimum
OPERATING TRANSFERS-OUT	40,000	40,000	370,000	370,000	877,132	
Year end carryover balance	\$ 837,822	\$ 1,181,753	\$ 1,766,994	\$ 1,940,202	\$ 2,080,601	\$1,942,341
STREET FUND						
BEGINNING FUND BALANCE	\$ 36,239	\$ 17,469	\$ 16,031	\$ 16,031	\$ 24,852	<i>Note: GF balances do not include Development Services' customer deposits or SAO 2019 directive "fiduciary" amounts</i>
REVENUES	111,909	88,024	95,957	72,349	139,092	
OPERATING TRANSFERS-IN	323,426	387,000	370,000	370,000	377,132	
EXPENDITURES	454,105	476,461	460,091	433,528	515,112	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
Year end carryover balance	\$ 17,469	\$ 16,031	\$ 21,898	\$ 24,852	\$ 25,964	
TREE FUND						
BEGINNING FUND BALANCE	\$ 256,895	\$ 139,689	\$ 113,572	\$ 113,572	\$ 112,697	
REVENUES	13,245	3,950	5,000	1,000	3,075	
OPERATING TRANSFERS-IN	-	-	-	-	-	
EXPENDITURES	130,451	30,067	40,000	1,875	38,000	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
OTHER NON-EXPENDITURES	-	-	-	-	-	
Year end carryover balance	\$ 139,689	\$ 113,572	\$ 78,572	\$ 112,697	\$ 77,772	
LEVY STABILIZATION FUND						
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	
OPERATING TRANSFERS-IN	-	-	-	-	500,000	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
Year end carryover balance	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
CAPITAL PROJECTS FUND						
BEGINNING FUND BALANCE	\$ 2,121,819	\$ 1,930,333	\$ 2,049,772	\$ 2,049,772	\$ 3,194,692	<i>Note: CPF balances do not include contractor retainage activity amounts</i>
REVENUES	1,344,601	1,420,455	1,164,020	1,754,040	1,113,016	
OPERATING TRANSFERS-IN	-	-	-	-	-	
EXPENDITURES	1,348,087	954,015	1,097,074	609,120	840,000	
OPERATING TRANSFERS-OUT	188,000	347,000	-	-	-	
Year end carryover balance	\$ 1,930,333	\$ 2,049,772	\$ 2,116,718	\$ 3,194,692	\$ 3,467,708	
CONTINGENCY FUND						
BEGINNING FUND BALANCE	\$ 95,426	\$ -	\$ -	\$ -	\$ -	
REVENUES	-	-	-	-	-	
OPERATING TRANSFERS-IN	-	-	-	-	-	
OPERATING TRANSFERS-OUT	\$ 95,426	-	-	-	-	
Year end carryover balance	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL ALL FUNDS BUDGET						
BEGINNING FUND BALANCE	\$ 3,575,723	\$ 2,925,313	\$ 3,361,128	\$ 3,361,128	\$ 5,272,443	
REVENUES	7,631,831	8,328,957	8,987,035	9,588,461	9,164,947	
OPERATING TRANSFERS-IN	323,426	387,000	370,000	370,000	877,132	
EXPENDITURES	8,282,241	7,893,142	8,363,981	7,677,146	8,285,345	
OPERATING TRANSFERS-OUT	323,426	387,000	370,000	370,000	877,132	
Year end carryover balance	\$ 2,925,313	\$ 3,361,128	\$ 3,984,182	\$ 5,272,443	\$ 6,152,045	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection	2021 Preliminary Budget	2021 Comments
GENERAL FUND - REVENUES							
PROPERTY & SALES TAX							
001 000 000 311 10 00 00	General Property Taxes	2,772,182	2,833,287	3,846,583	3,846,583	3,986,413	Includes 1% all'd increase + new construct/improvmnts +levy lid lift portion at +5% +2% to 2020.08 ytd rolling 12 mos w/ Oct's "spike" removed Flat to 2020.08 ytd rolling 12 mos
001 000 000 313 11 00 00	Local Retail Sales & Use Tax	1,165,166	1,374,390	1,277,688	1,492,504	1,522,354	
001 000 000 313 71 00 00	Criminal Justice Funding	96,460	101,857	84,920	90,080	90,080	
TOTAL PROPERTY & SALES TAX		4,033,808	4,309,534	5,209,191	5,429,167	5,598,847	3.13%
BUSINESS & OCCUPATION-UTILITY TAX							
001 000 000 316 41 00 00	Electric - Puget Sound Energy	225,198	219,411	212,827	223,536	227,336	Per PSE rate increase request granted 2020-Q3- +1.7% Per PSE rate increase request granted 2020-Q3- +0.91% based on 2020.08 ytd rolling 12 mos
001 000 000 316 42 00 00	Gas - Puget Sound Energy	127,146	99,667	212,827	111,245	112,257	
001 000 000 316 43 00 00	Water & Sewer		171,163	185,184	195,406	197,360	Flat + 1% to 2020.07 ytd rolling 12 mos
001 000 000 316 45 00 00	Garbage, Solid Waste	4,504	72,272	36,008	41,741	42,158	Flat + 1% to 2020.07 ytd rolling 12 mos
001 000 000 316 46 00 00	Cable - Comcast	171,079	109,071	106,729	81,302	82,115	Flat + 1% to 2020.08 ytd rolling 12 mos
001 000 000 316 47 00 00	Telephone - Mobile & landline	85,932	54,286	97,861	42,464	42,888	Flat + 1% to 2020.08 ytd rolling 12 mos
001 000 000 317 20 00 00	Leasehold Excise Tax	941	860	741	885	800	
BUSINESS LICENSE/PERMITS-FRANCHISE FEES							
001 000 000 321 91 00 00	Franchise Fees - Water/Sewer COB, Cable Comca	164,211	164,591	157,413	184,564	186,410	Assumes 4% Franchise Fee per Ord 895 of 11/30/2012 , applied as above
TOTAL UTILITY TAX & FRANCHISE FEES		779,011	891,321	1,009,590	881,143	891,325	1.16%
LICENSES & PERMITS							
001 000 000 322 10 00 00	Building Permits	550,204	800,891	\$605,000	605,000	\$577,164	Based on 2018 with 4.9% CPI adjustment. This appears conservative for 2021 considering permit trends and COVID-19
001 000 000 322 11 00 00	Building Permit - Technology Fee	8,473	10,131	\$8,500	8,500	\$8,473	Based on 2018 which appears will be conservative for 2021 considering permitting trends ans COVID-19
001 000 000 322 30 00 00	Animal Licenses	980	470	408	408	699	Based on 2020.07 ytd annualized
001 000 000 322 90 00 00	Other Non Bus. Licenses & Permits (Gun Permits)	672	651	600	206	353	Based on 2020.07 ytd annualized
001 000 000 322 91 00 00	Special Permits-Events, Other	350	150	240	207	355	Based on 2020.07 ytd annualized
TOTAL LICENSES & PERMITS		560,679	812,293	\$614,748	614,321	587,044.66	-4.44%
INTERGOVERNMENTAL							
001 000 000 332 92 10 00	COVID-19 Non-Grant Assistane (CARE)				80,000		2020 one-time, unbudgeted revenue
001 000 000 333 16 00 00	Dept of Justice- Federal Grant Bullet Proof Vest	844	557		492		
001 000 000 334 03 10 00	DOE Grant. Shoreline Master Program		7,973				E15-161 Grant (Unbudgeted)
001 000 000 336 00 71 00	Multimodal Transportation - Cities	4,510	4,492	4,113	4,113	4,422	2021: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 21 00	MVET-Criminal Justice-Pop.	1,000	1,000	1,006	1,006	1,089	2021: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 26 00	Criminal Justice-Special	3,359	3,500	3,634	3,634	3,861	2021: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 51 00	DUI/Other Criminal Justice	474	452		342		
001 000 000 336 06 94 00	Liquor Excise Tax	16,202	17,742	17,815	17,815	18,678	2021: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 00	Liquor Control Board Profits	21,245	21,162	26,025	26,025	26,070	2021: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 01	Liquor Control Board Profits-Public Safety Portion	5,311	5,290		4,000		2021: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 342 11 00 00	Hunts Point Police Contract- Add'l Police Serv	274,556	283,222	293,478	294,073	304,113	Based on FCS modeling
TOTAL INTERGOVERNMENTAL		327,501	345,390	346,071	431,500	358,233	-16.98%
CHGS FOR GOODS AND SERVICES							
001 000 000 341 99 00 00	Passport & Naturalization Fees	8,170	17,641	17,139	4,132	7,083	2020.07 ytd annualized
001 000 000 345 81 00 00	Zoning & Subdivision Fees	97,062	75,184	\$102,500	50,000	\$101,818	Based on 2018 with 4.9% CPI adjustment.
001 000 000 345 89 00 00	Other Planning & Development Fees	193,666	183,150	\$257,275	150,000	\$203,156	Based on 2018 with 4.9% CPI adjustment.
TOTAL CHGS FOR GOODS/SERVICES		298,897	275,975	376,914	204,132	312,057	52.87%
FINES & FORFEITURES							
001 000 000 353 10 00 00	Municipal Court-Traffic Infrac	9,521	9,649	25,000	9,000	11,250	Hx ratio of court costs (75%) to revenue
001 000 000 359 90 00 00	Misc. Fine, Penalties, Code	2,500	20,965		50,000	20,000	
TOTAL FINES & FORFEITURES		12,021	30,614	25,000	59,000	31,250	-47.03%

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection	2021		
						Preliminary Budget	Green = DS cost recovery amounts Comments from prior year, please update as needed:	
	MISCELLANEOUS REVENUE							
001 000 000 361 11 00 00	Investment Interest	20,410	15,416	24,289	10,000	10,274	Assumes LGIP and Bond Investments Interest, allocated between General Fund (25%) & Capital (75%)--- 2020.07 ytd annualized	
001 000 000 361 40 00 00	Sales Interest	1,608	2,496	1,608	2,197	2,496		Based on 2019 actual
001 000 000 362 00 00 10	Wireless Commun. Facility Leases	20,902	21,890	21,890	22,546	22,546		2021 American Towers Corp. flat to 2020
001 000 000 362 00 00 20	Post Office Facility Lease	84,480	91,520	86,494	86,494	88,508		Lease of \$7375.67/mo
001 000 000 367 11 00 00	Contributions/Donations	5,500	14,050		5,750			
001 000 000 369 30 00 10	Confiscated Property-Auction		1,371	117	-	200		
001 000 000 369 91 00 00	Other	144	30	144	-	30		Based on 2019 actual
001 000 000 369 91 00 05	Other-CC Convience fees		3,043	2,000	2,000	3,000		Based on 2019 actual
001 000 000 369 91 00 10	Other-Copies	218	235	218	218	200		Based on 2019 actual
001 000 000 369 91 00 15	Other-Fingerprinting	679	590	679	72	590		Based on 2019 actual
001 000 000 369 91 00 35	Other-Notary	70	110	70	-	110		Based on 2019 actual
001 000 000 369 91 00 45	Other-Reports	36	53	36	36	53		Based on 2019 actual
	TOTAL MISCELLANEOUS REVENUES	134,046	150,803	137,545	129,314	128,007		-1.01%
001 000 000 391 10 00 00	DEBT PROCEEDS GENERAL OBLIGATION Debt Proceeds General Obligation							
	TOTAL DEBT PROCEEDS GENERAL OBLIGATION							
	REFUNDABLE DEPOSITS (NOT REFLECTED IN BUDGET)							
001 000 000 382 10 00 01	Refundable Deposits - DS (CMP, PGB)		34,865		20,000			
001 000 000 382 10 00 02	Refundable DS Adv Deposit		5,454		33,642			
001 000 000 382 20 00 00	Refundable Retainage				4,918			
			40,319		58,560			
	DISPOSITION OF CAPITAL ASSETS							
001 000 000 395 10 00 00	Proceeds From Sales of Capital Assets	4,113	60	3,000		3,000	Flat	
001 000 000 398 10 00 00	Insurance Recoveries	12,000	539		12,495			
	TOTAL DISPOSITION OF CAPITAL ASSETS	16,113	599	3,000	12,495	3,000		
	OPERATING TRANSFERS							
001 000 000 397 00 05 00	From Custodial (reclass in 2019 only)		267,365					
001 000 000 397 00 10 00	From Capital Projects Fund							
001 000 000 397 00 40 00	From Reserves Fund							
	TOTAL OPERATING TRANSFERS		267,365					
	TOTAL GENERAL FUND REVENUE	6,162,076	7,124,213	\$ 7,722,058	7,819,632	\$ 7,909,764	2%	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection	2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
	GENERAL FUND - EXPENDITURES						
	LEGISLATIVE SERVICES						
001 000 000 511 60 41 00	Professional Services	6,010		-			
001 000 000 511 60 41 01	Legislative Activities-Regional Intergov	4,815	5,521	5,000	5,000	5,600	Airport Noise Consultant incl attorney AWC, PSRC, Eastside Transp., Sound Cities
001 000 000 511 60 43 00	Travel & Training	145	225	1,800	6,615	6,000	AWC training, conferences, meals, and travel + CC retreat
001 000 000 511 60 49 00	Miscellaneous	8,089	3,993	2,000	904	2,000	Park Board, Planning Comm, Council misc meeting expenses
001 000 000 511 60 49 10	Medina Days	18,483	12,070	16,000	-	26,000	\$10,000 Fireworks+ \$5,000 barge, \$1,000 sani-cans, \$10,000 Medina's 66th Birthday
	TOTAL LEGISLATIVE SERVICES	37,541	21,809	24,800	12,519	39,600	

ACCOUNT NUMBER	DESCRIPTION	0		2020 Budget	2020 Year-end projection
		2018 Actuals	2019 Actuals		
	MUNICIPAL COURT				
001 000 000 512 50 41 10	Prosecuting Attorney	44,000	52,000	48,000	48,000
001 000 000 512 50 40 10	Municipal Court-Traffic/NonTrf	5,351	5,508	22,000	6,750
	TOTAL MUNICIPAL COURT	49,351	57,508	70,000	54,750

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
48,000	\$4K per month x 12 months
9,000	Required Service/Expenditure - Offset by Court Revenue
57,000	

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ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
	EXECUTIVE				
	SALARIES & WAGES				
001 000 000 513 10 11 00	Salaries & Wages	155,766	165,086	171,275	171,275
001 000 000 513 10 11 16	ICMA 457 Plan	7,111	7,179	7,200	7,200
	TOTAL SALARIES & WAGES	162,877	172,265	178,475	178,475
	PERSONNEL BENEFITS				
001 000 000 513 10 21 00	Personnel Benefits	50,140	51,785	52,371	52,371
	TOTAL PERSONNEL BENEFITS	50,140	51,785	52,371	52,371
	OTHER SERVICES AND CHARGES				
001 000 000 513 10 41 00	Professional Services	110,928	72,093	36,000	36,000
001 000 000 513 10 43 00	Travel & Training	2,666	-	4,000	200
001 000 000 513 10 49 01	Dues, Subscr.	340	383	350	315
	TOTAL OTHER SERVICES & CHARG	113,933	72,476	40,350	36,515
	TOTAL EXECUTIVE DEPARTMENT	326,951	296,527	271,196	267,361.00

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
	FTE's: 1
172,675 7,200	CPI-W=1% COLA-- See Salary Model for addl details
179,875	1%
54,594	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
54,594	4%
36,000	SR520 Consultant
4,000	WCIA and other training
350	
40,350	11%
274,819	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
FINANCE DEPARTMENT					
SALARIES & WAGES					
001 000 000 514 20 11 00	Salaries & Wages	148,066	168,418	172,282	190,987
001 000 000 514 20 11 16	ICMA 457 Plan	8,529	8,973	9,000	9,822
	TOTAL SALARIES & WAGES	156,595	177,391	181,282	200,809
PERSONNEL BENEFITS					
001 000 000 514 20 21 00	Personnel Benefits	39,767	40,383	43,877	46,355
001 000 000 514 20 21 17	Opt-Out Of Medical	9,787	13,289	12,826	14,483
	TOTAL PERSONNEL BENEFITS	49,554	53,672	56,703	60,838
OTHER SERVICES & CHARGES					
001 000 000 514 20 41 01	Professional Services	6,796	7,000	10,288	7,350
001 000 000 514 20 42 00	Intergvtml Prof Serv-Auditors	13,431	14,543	22,483	22,483
001 000 000 514 20 43 00	Travel & Training	833	233	2,000	311
001 000 000 514 20 46 00	Insurance (WCIA)	182,067	181,234	176,625	176,720
001 000 000 514 20 49 00	Misc-Dues,Subscriptions, HR job listir	175	75	250	25
001 000 000 514 20 49 10	Miscellaneous	8,612	11,246	14,700	8,750
001 000 000 514 40 40 00	Elections Serv-Voter Reg Costs	10,892	8,633	12,163	7,959
	TOTAL OTHER SERVICES & CHARG	222,807	222,963	238,509	223,598
	TOTAL FINANCE DEPARTMENT	428,956	454,026	476,494	485,245

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
	FTE's: 1.7
199,948	CPI-W=1% COLA + step increase---see salary model notes
10,200	Assumes full participation
210,148	5%
50,279	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
16,022	
66,301	9%
10,300	Vision PS, Finance/Financial System Support + HR updates,, etc
23,000	Per 2019/2020 notice, rates should not increase for 2021. ---added 3K for overruns based on 2019 activity
2,000	PSFOA, Budgeting Workshop for DFD
185,734	Liability rate increase 4.3% per 8/1 WCIA notice. Property 9%; B&M 5%, Crime 5% & Auto 7.5% pending Oct BOD vote notice
500	WFOA, PSFOA, GFOA (Dues, Memberships), HR job listings
15,000	Merchant credit card fees (offset by Revenue), Flex Spend Admin, Microflex, Tax/AP Forms, L&I,
12,000	Election year costs (every other year is higher), 2021 keep to prior yr budget d/t potential for less KC cost share
248,534	11%
524,983	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
LEGAL DEPARTMENT					
001 000 000 515 41 40 00	City Attorney	221,498	256,837	200,000	446,556
001 000 000 515 45 40 00	Special Counsel	82,979	16,173	50,000	3,500
001 000 000 515 91 40 00	Public Defender	5,650	6,600	7,200	7,200
TOTAL LEGAL DEPARTMENT		310,127	279,610	257,200	457,256

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
	FTE's: NA, contracted
300,000	Per SM, hx avg of "routine legal service", "excluding litigation or highly contentious events"= \$25
60,000	HR and Labor Contract (3) Negotiation
7,200	Required Service/Expenditure
367,200	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection	2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
CENTRAL SERVICES							
SALARIES & WAGES							
001 000 000 518 10 11 00	Salaries & Wages	233,737	242,335	253,494	251,650	257,765	CPI-W=1% COLA 1 non-rep employee; 2% CBA floor COLA 2 employee-----see salary model notes
001 000 000 518 10 11 11	Longevity	4,107	4,365	4,455	4,446	4,544	
001 000 000 518 10 11 14	Education	1,198	1,200	1,200	1,198	1,200	
001 000 000 518 10 11 16	ICMA 457 Plan	8,232	5,997	12,000	5,985	12,000	Assumes participation full participation
001 000 000 518 10 11 17	Opt-Out of Medical	15,838	10,155	10,557	8,540	12,418	1 Employees participating in Opt-Out, same as 2019
001 000 000 518 10 12 00	Overtime	-	-	-	-	-	
	TOTAL SALARIES & WAGES	263,111	264,051	281,706	271,819	287,927	6%
PERSONNEL BENEFITS							
001 000 000 518 10 21 00	Personnel Benefits	88,514	103,020	103,990	103,914	108,461	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
	TOTAL PERSONNEL BENEFITS	88,514	103,020	103,990	103,914	108,461	4%
001 000 000 518 10 31 00	Office and Operating Supplies	15,516	10,768	22,000	21,664	22,000	City Hall Office and Operating Expenses, Konica Copier \$5820, Pitney Bowes \$3,000
001 000 000 518 10 41 00	Professional Services	33,052	15,654	12,500	12,262	17,500	Secure shredding, code publishing, Scanning services \$10K
001 000 000 518 10 42 00	Postage/Telephone	15,814	11,978	10,000	9,606	11,000	Postage (City Hall printing/ mailing services); Time Warner unbundled internet, saved \$8,328-telephone only; fax & credit card lines
001 000 000 518 10 43 00	Travel & Training	6,043	813	11,000	1,595	11,000	Training for clerk, Deputy Clerk/Admin Asst
001 000 000 518 10 44 00	Advertising	9,046	8,757	6,000	8,191	5,000	DS, CS legal advertisements
001 000 000 518 10 47 00	Utility Serv-Elec,Water,Waste	19,041	21,453	21,500	20,569	21,000	Calculated using 8/16-7/17 rolling 12 mos + 4% increase
001 000 000 518 10 48 00	Repairs & Maint-Equipment	-	-	500	-	500	office equipment repairs
001 000 000 518 10 49 10	Miscellaneous	5,023	7,145	2,500	7,000	2,800	Printer Svcs-Budget, \$2,400 added for Employee/Volunteer Sweaters/Zip Hoodies per Michael 8/10
001 000 000 518 10 49 20	Dues, Subscriptions	1,666	730	800	800	600	City Clerk and Deputy Clerk
001 000 000 518 10 49 30	Postcard, public information	3,377	13,505	4,000	4,241	4,000	Community mailings placeholder, monthly postcard discontinued
001 000 000 518 10 49 40	Photocopies	193	338	1,000	100	1,000	Most expenditures reflect pass through costs related to public records
	TOTAL OTHER SERVICES & CHARG	108,771	91,140	91,800	86,028	96,400	12%
BUILDING MAINTENANCE							
001 000 000 518 30 45 00	Facility Rental	8,015	7,734	8,000	8,400	8,748	1 Public Storage Units (increased from v1 d/t rent notice)
001 000 000 518 30 48 00	Repairs/Maint-City Hall Bldg	46,960	49,331	35,500	64,000	51,000	\$24k City Hall & PO cleaning Maint. \$3000 Beach Bathroom cleaning, \$10k HVAC Maint., Alarm/Fire Monitoring \$2500, Police Carpet&Paint \$10k, fire inspt, misc cleaning, bug service etc. ----# provided by Ryan
	TOTAL BUILDING MAINTENANCE	54,975	57,065	43,500	72,400	59,748	-17%
001 000 000 518 61 40 00	Judgements and Settlements	61,875	-	-	-	-	
INFORMATION TECHNOLOGY---TRANSFERRED BACK FROM FINANCE & PD NOT SHARING COSTS, 2018							
001 000 000 518 80 31 00	IT HW, SW, Operating Supplies	88,999	5,343	7,540	35,000	1,500	Replacement mouse, keyboards, etc
001 000 000 518 80 41 50	Technical Services, Software Services	202,643	178,226	177,619	184,814	149,020	IT Placeholder \$134,020 for Maint, monitoring, helpdesk, incident support; \$15K Email archive, GovDelivery Communication, Avenet Website hosting, Archive Social, BlueBeam, King County INET
001 000 000 518 80 48 00	Repairs & Maint: Annual Software Mair	2,171	12,187	20,000	20,000	40,991	Paladin SmartGov, Mifel, Avidex, Domain Name Renewal, Vision Application Suite, BlueBeam Maintenance, Dude Solutions
	TOTAL INFORMATION TECHNOLOG	293,813	195,756	205,159	239,814	191,511	-20%
	SUBTOTAL CENTRAL SERVICES	871,059	711,033	726,155	773,975	744,047	
DEBT SERVICE							
001 000 000 591 18 71 00	LTGO Bond Loan Repayment - Principi	52,482	49,330	-	-	-	Post Office Year 3 Principal payment due 12/1/2019, per 1/2017 revised amtz schedule
001 000 000 592 18 83 00	LTGO Bond Loan Repayment - Interesi	3,665	153	-	-	-	Post Office Year 3 Interest payment due 12/1/2019, per 1/2017 revised amtz schedule
	TOTAL DEBT SERVICE	56,147	49,482	-	-	-	
CAPITAL EXPENDITURES							
001 000 000 594 14 64 00	City Hall - IT HW/SW >\$5K Capital Out	-	70,713	66,977	48,235	197,592	Annual SW Licensing \$57,720 (SHI International (O365 G3, O365 DLP, Azure Virtual Storage, iCompass AgendaPro/FilePro/Board Mgr, GovQA PRR/CRM/Invoicing, Vendor Remote Access Gateway, Digital Signature Software) Annual HW Licensing Dell VXRail Server Lease \$27,752.04, HW Computer Replacements (11) \$27,500, HW/SW Cloud-Based Phone Sytem (one time cost) \$5,300 + \$13,320 Annual Maintenance, SW Records Management Placeholder \$40,000, HW Dell Vx Rail 4th Node \$26,000
	TOTAL CAPITAL EXPENDITURES	-	70,713	66,977	48,235	197,592	310%
	TOTAL CENTRAL SERVICES	927,206	831,228	793,132	822,210	941,639	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
POLICE DEPARTMENT					
SALARIES & WAGES					
001 000 000 521 20 11 00	Salaries & Wages	1,044,781	1,103,178	1,128,255	1,120,703
001 000 000 521 20 11 11	Longevity	14,336	12,345	15,786	16,901
001 000 000 521 20 11 14	Education	1,998	600	-	600
001 000 000 521 20 11 16	ICMA 457 Plan	52,999	52,240	54,415	47,550
001-000-000-521-20-11-17	Opt Out Medical	18,425	20,322	18,881	37,650
001 000 000 521 20 11 18	Night Shift Differential	9,771	10,118	14,152	10,403
001 000 000 521 20 12 00	Overtime	76,332	64,777	110,000	93,000
001 000 000 521 20 12 01	Merit Pay	39,400	52,710	63,035	61,732
001 000 000 521 20 13 00	Holiday Pay	25,032	36,187	47,938	47,938
TOTAL SALARIES & WAGES		1,283,073	1,352,478	1,452,462	1,436,477
PERSONNEL BENEFITS					
001 000 000 521 20 21 00	Personnel Benefits	400,843	433,003	443,002	370,942
001 000 000 521 20 21 10	Personnel Benefits-Retirees	78,580	50,024	53,413	50,000
001 000 000 521 20 22 00	Uniforms	14,627	4,433	7,000	14,781
001 000 000 521 20 22 01	DOJ Bullet Proof Vest Program	1,722	1,307	900	(160)
001 000 000 521 20 23 00	Tuition	420	-	3,000	-
TOTAL PERSONNEL BENEFITS		496,191	488,767	507,315	435,563
SUPPLIES					
001 000 000 521 20 31 00	Office Supplies	7,038	4,900	9,000	16,500
001 000 000 521 20 31 01	Off Equip, IT HW, SW <\$5K	11,237	754	10,000	126
001 000 000 521 20 31 40	Police Operating Supplies	5,440	4,528	6,500	10,000
001 000 000 521 20 31 60	Ammo/Range (Targets, etc.)	10,780	6,839	8,500	1,300
001 000 000 521 20 32 00	Vehicle Expenses-gas, car wash	20,827	23,134	26,000	18,430
001 000 000 521 20 35 20	Firearms (purchase & repair)	36	1,937	1,500	12,117
TOTAL SUPPLIES		55,359	42,092	61,500	58,473
OTHER SERVICES & CHARGES					
001 000 000 521 20 41 00	Professional Services	722	3,190	5,000	7,896
001 000 000 521 20 41 50	Recruitment-Background	1,874	790	2,000	3,232
001 000 000 521 20 42 00	Communications (Phone, Pagers)	13,485	13,163	17,500	12,046
001 000 000 521 20 43 00	Travel & Training	9,993	8,901	10,000	5,000
001 000 000 521 20 45 00	Equipment-Lease & Rentals	2,495	3,030	2,500	2,420
001 000 000 521 20 48 00	Repairs & Maint-Equipment	2,500	3,790	8,000	862
001 000 000 521 20 48 10	Repairs & Maint-Automobiles	17,291	13,149	10,000	7,000
001 000 000 521 20 48 20	Repairs & Maint- SW, HW Maint	27,491	26,418	30,000	21,500
001 000 000 521 20 49 30	Animal Control	-	-	500	-
001 000 000 521 20 49 40	Dues, Subscriptions, Memberships	4,450	3,174	4,500	4,500
001 000 000 521 20 49 41	Lexipol Manuals	(192)	7,374	3,850	3,850
001 000 000 521 20 49 60	Crime Prevention/Public Educ	2,546	2,725	5,000	2,000
001 000 000 521 20 49 90	Misc-Investigative Fund	-	-	-	-
TOTAL OTHER SERVICES & CHARGES		82,656	85,704	98,850	70,306
INTERGOVERNMENTAL SERVICES					
001 000 000 521 20 41 15	Dispatch Services-Norcom Trans	93,565	60,295	69,017	66,960
001 000 000 521 20 41 20	Dispatch-EPSCA	1,302	5,066	6,500	5,300
001 000 000 521 20 41 40	Marine Patrol Services	60,000	66,000	70,000	70,000
001 000 000 521 20 41 55	Jail Service-Prisoner Board	1,705	19,435	17,500	8,000
001 000 000 521 20 41 60	Prisoner Transport	700	-	500	-
001 000 000 521 20 41 80	Domestic Violence-Kirkland	102	215	1,000	1,000
TOTAL INTERGOVERNMENTAL SERVICES		157,374	151,011	164,517	151,260
SUBTOTAL POLICE		2,074,652	2,120,051	2,284,644	2,152,079
CAPITAL OUTLAY					

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
	FTE: 11
1,185,251	CPI-W=1% COLA 1 non-rep employee; 2% CBA floor COLA 2 employee; 3% CBA floor COLA 8 employees
23,025	
600	
55,506	Incl contr. at DRS rate 2 DRS ineligible (DRS ER rate reduced from previous yr)
40,977	
14,868	Based on "average" week of coverage provided by Sergeant
70,000	Training, vacation leave, non-funded special events (Medina Days/SeaFair/Shredder Day, etc.)
54,140	Paid Q1 of 2021 on 2020 earnings (reg + OT). 5/7 eligible
50,200	
1,494,567	4%
404,813	Payroll taxes, Medical, Dental benefits, etc, less DRS/ICMA replacement above.
43,852	LEOFF 1 Medical plus Unum (+4%) + 12 mos rolling reimb(+10%)
7,000	Uniform replacement
900	One vest replacements at \$900 - DOJ replacement grant unknown
3,000	Anticipated that one employee to collect on tuition reimbursement
459,565	6%
9,000	Includes \$2,000 for Emergency Preparedness
10,000	HW upgrades, normal operating costs
6,500	Taser cartridges, evidence processing equip, radio batteries, etc.; NARCAN replacement
8,500	Per ofc. contract and for training/firearms qualifications - increased ammo costs
26,000	Includes bridge tolls and vehicle tab renewals; increased fuel costs
1,500	
61,500	5%
5,000	
2,000	PST fees
17,500	Cell phones and service, EP info line, computer modems in patrol car, KC INET service.
10,000	Ongoing training requirements, evidence officer certification, updated firearms instructor course, mandatory CJTC training req.
2,500	Copy machine
8,000	Maintain serviceable fire extinguishers, radar, property room software yearly maintenance fee of \$2500, copier quarterly maintenance fee.
8,500	
30,000	Server Maintenance License, Camera monthly fees, camera maintenance, IT maintenance cameras, electrical to each intersection
500	Dangerous dogs case assistance
4,500	WSPC, IACP Professional Memberships
4,200	Yearly maintenance agreement per contract to Lexipol
5,000	Increased Shredder Day costs, victim resource & crime prevention brochures, school resource materials.
97,700	39%
61,225	Per 8/14 Norcom notice
6,500	Per contract - cost to maintain 800 Mhz police radio connectivity
70,000	Seattle PD Harbor Unit
17,500	King County Jail/SCORE/Kirkland Jail
500	Cost to shuttle prisoners from jail to court and back to jail
1,000	Mandated by court as resource to DV victims
156,725	4%
2,270,057	5%

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
001 000 000 594 21 64 10	Surveillance Cameras	26,954	-	30,000	57,000
001 000 000 594 21 64 10	Police HW/SW, Equip >\$5K Capital		4,040	7,000	
001 000 000 594 21 70 00	Police Vehicle Leasing, Princ. Cost	24,088	30,024	66,000	56,100
001 000 000 594 21 80 00	Police Vehicle Leasing, Int. Cost	3,922	7,322		9,900
	TOTAL CAPITAL OUTLAY	54,964	41,386	103,000	123,000
	TOTAL POLICE DEPARTMENT	2,129,616	2,161,438	2,387,644	2,275,079

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
30,000	Camera system replacement equipment
3,500	Mandated mobile platform requirements
77,000	Vehicle leasing costs - three leases expire in 2022 and three leases expire in 2024
110,500	-10%
2,380,557	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
FIRE & MEDICAL AID DEPARTMENT					
INTERGOVERNMENTAL SERVICES					
001 000 000 522 20 51 00	Fire Control Services	740,440	811,588	787,367	787,368
001 000 000 522 20 40 00	Fire Control Services (LEOFF1 Liab.)	-	31,654	30,000	30,000
TOTAL INTERGOVERNMENTAL		740,440	843,242	817,367	817,368
TOTAL FIRE & MEDICAL DEPT		740,440	843,242	817,367	817,368

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
777,954	Updated 8/3/20 with COB notice received. LEOFF1 amt based on 4 rolling qtrs actual
30,000	
807,954	
807,954	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
SOCIAL & ENVIRONMENTAL SERVICES					
SOCIAL SERVICES					
001 000 000 551 10 40 00	Public Housing Services - ARCH	16,417	16,561	18,476	18,476
	TOTAL SOCIAL SERVICES	16,417	16,561	18,476	18,476
ENVIRONMENTAL SERVICES					
001 000 000 553 10 40 00	Land & Water Conservation Resources-King County	-	-	1,925	1,925
001 000 000 553 70 40 00	Pollution Prevention-Puget Sound Clean Air Agency	9,786	9,835	9,964	9,964
	TOTAL ENVIRONMENTAL SERVICES	9,786	9,835	11,889	11,889
MENTAL HEALTH SERVICES					
001 000 000 564 60 40 00	Mental Health Services-KC Substance Abuse Fees	856	884	850	850
	TOTAL SOCIAL & ENVIRONMENTAL SVCS	27,059	27,280	31,215	31,215

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
18,476	Per MS, same as 2020 budget
18,476	
1,925	
9,953	Per notice rec'd 6.17.2020
11,878	
884	
31,238	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection	2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
DEVELOPMENT SERVICES DEPT							
SALARIES & WAGES							
001 000 000 558 60 11 00	Salaries & Wages	291,035	342,525	388,180	346,228	403,613	CPI-W=1% COLA 3 (??) non-rep employee; 2% CBA floor COLA 1 (??) employee-----see salary model notes
001 000 000 558 60 11 11	Longevity	1,373	1,459	99,290	361	-	
001 000 000 558 60 11 14	Education	-	-	-	765	1,200	
001 000 000 558 60 11 16	ICMA 457 Plan	11,151	11,964	21,000	14,264	18,000	Assumes full participation
001 000 000 558 60 11 17	Opt-Out of Medical	11,283	12,194	8,778	1,492	-	
	TOTAL SALARIES & WAGES	314,841	368,142	517,248	363,110	422,813	16%
PERSONNEL BENEFITS							
001 000 000 558 60 21 00	Personnel Benefits	88,505	128,802	140,842	126,466	145,629	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
001 000 000 558 60 23 00	Tuition Reimbursement	947	-	-	-	-	Possible for 2022?
	TOTAL PERSONNEL BENEFITS	89,451	128,802	140,842	126,466	145,629	15%
SUPPLIES							
001 000 000 558 60 31 00	Operating Supplies	2,336	1,902	4,000	2,000	3,000	Estimate
001 000 000 558 60 32 00	Vehicle Expenses - Gas, Oil, Maint.	15	327	800	300	2,000	Vehicle is getting older and may require repairs in addition to regular maintenance.
	TOTAL SUPPLIES	2,351	2,229	4,800	2,300	5,000	117%
OTHER SERVICES & CHARGES							
001 000 000 558 60 41 00	Professional Services	41,293	79,192	97,250	48,000	80,000	\$60,000 for building plan review consultant, \$20,000 towards on-going permit portal development
001 000 000 558 60 41 01	Planning Consultant	120,976	52,377	50,000	-	50,000	Planning Manager support for Work Plan, development review, and special projects
001 000 000 558 60 41 02	Hearing Examiner	5,110	26,803	30,000	10,000	20,000	Reduced activity level anticipated from 2019.
001 000 000 558 60 41 06	Building Inspector Contract	34,935	34,625	28,500	35,900	7,000	Deputy Building Official hired in May 2020 now performs inspections. \$7,000 is contingency, vacations, etc. to cover 2-months
001 000 000 558 60 41 07	Engineering Consultant	207,989	93,971	84,000	92,990	98,000	Inspections of existing work continue. Code enforcement and special projects. Most costs are reimbursed through deposits.
001 000 000 558 60 41 08	Sound Testing Consultant	15,313	\$10,973	15,400	9,842	4,000	Sounds tests are paid through fees. Mechanical permits not affected by COVID-19
001 000 000 558 60 41 50	Landscape Consultant	59,000	78,666	84,900	78,800	60,000	Change in arborist consultant, new landscape consultant, and process changes. Permit volume not affected by COVID-19
001 000 000 558 60 41 55	Shoreline Consultant	-	3,975	10,000	-	5,000	Review by consulting shorelines specialist is needed on occasion
001 000 000 558 60 42 00	Communications	-	-	-	-	-	-
001 000 000 558 60 43 00	Travel & Training	3,585	4,478	9,950	2,000	12,000	Four DS staff. \$4000 each for Director and Planning Manager. \$2000 each for Deputy Bldg. Off. and Dev. SVCS Coordinator
001 000 000 558 60 49 00	Dues, Subscriptions, Memberships	375	900	1,000	1,500	1,200	APA, AICP, WABO, ICC, WSPT, AWC Director. Anticipate and estimate cost increase
001 000 000 582 10 00 01	Refund of PGB/CMP Deposits (DS)	-	41,865	-	-	-	-
001 000 000 582 1 00 02	Refund of DS Adv Deposits	-	13,355	-	-	-	-
	TOTAL OTHER SERVICES & CHARG	488,575	441,180	411,000	279,032	337,200	21%
ECONOMIC DEVELOPMENT							
001 000 000 558 70 40 00	Economic Devel. Svcs-OMWBE, Other	-	-	-	-	-	-
CAPITAL OUTLAY							
001 000 000 594 58 64 00	Furniture & Equipment	-	-	-	4,950	-	-
001 000 000 594 58 64 00	Permit Software	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	4,950	-	
	TOTAL DEVELOPMENT SERVICES	895,219	940,353	1,073,890	775,858	910,642	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
	RECREATION SERVICES (LIFEGUARDS AND BOYS & GIRLS CLUB)				
	SALARIES & WAGES				
001 000 000 571 00 10 00	Salaries & Wages	23,227	22,511	28,500	20,546
001 000 000 571 00 11 00	Overtime	-	-	500	-
	TOTAL SALARIES & WAGES	23,227	22,511	29,000	20,546
	PERSONNEL BENEFITS				
001 000 000 571 00 20 00	Personnel Benefits	3,089	2,955	3,944	1,581
001 000 000 571 00 30 00	Uniforms	1,357	1,555	2,000	1,339
	TOTAL PERSONNEL BENEFITS	4,446	4,510	5,944	2,920
	SUPPLIES				
001 000 000 571 00 31 00	Operating Supplies	500	1,207	1,500	5,000
001 000 000 571 00 32 00	Miscellaneous Lifeguard Expense	649	677	7,300	3,000
	TOTAL SUPPLIES	1,149	1,884	8,800	8,000
	OTHER SERVICES & CHARGES				
001 000 000 571 00 40 00	Travel & Training	235	168	300	-
001 000 000 571 00 41 00	Recreation - Boys & Girls Club	20,000	-	0	-
	TOTAL OTHER SERVICES & CHARG	20,235	168	300	-
	TOTAL RECREATION-LIFEGUARDS	49,058	29,073	44,044	31,466

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
30,000	Guards only
500	
30,500	48%
4,720	
2,000	
6,720	130%
7,300	Increase to reimburse for lifeguard certifications after hire
7,300	-9%
300	B&GC didn't invoice in 2019, CC "delayed" budgeting for "final" pymt yr 2020
300	
44,820	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
PARKS DEPARTMENT					
SALARIES & WAGES					
001 000 000 576 80 11 00	Salaries & Wages	207,629	249,689	262,912	265,201
001 000 000 576 80 11 11	Longevity	9,585	10,776	11,297	9,271
001 000 000 576 80 11 14	Education	3,232	3,238	3,240	3,830
001 000 000 576 80 11 16	ICMA 457 Plan	10,769	10,789	10,800	10,169
001 000 000 576 80 11 17	Opt-Out of Medical	13,429	13,240	11,660	9,605
001 000 000 576 80 11 00	Salaries & Wages, SEASONAL WORKERS	-	19,658	20,052	-
001 000 000 576 80 12 00	Overtime	1,951	4,679	3,236	2,951
TOTAL SALARIES & WAGES		246,594	312,069	323,197	301,027
PERSONNEL BENEFITS					
001 000 000 576 80 21 00	Personnel Benefits	93,195	99,480	101,437	102,242
001 000 000 576 80 22 00	Uniforms	1,664	1,956	2,000	2,000
TOTAL PERSONNEL BENEFITS		94,859	101,436	103,437	104,242
SUPPLIES					
001 000 000 576 80 31 00	Operating Supplies	16,674	20,836	19,000	29,350
001 000 000 576 80 31 01	Maintenance Supplies	843	-	-	-
001 000 000 576 80 32 00	Vehicle Fuel & Lube	6,684	4,689	5,000	3,000
TOTAL SUPPLIES		24,201	25,525	24,000	32,350
OTHER SERVICES & CHARGES					
001 000 000 576 80 41 00	Professional Services	9,809	7,362	5,000	6,236
001 000 000 576 80 41 04	Professional Services-Misc	-	349	5,000	-
001 000 000 576 80 42 00	Telephone/Postage	3,434	5,313	5,000	5,992
001 000 000 576 80 43 00	Travel & Training	1,878	1,322	4,000	328
001 000 000 576 80 47 00	Utilities	39,299	20,283	36,000	20,000
001 000 000 576 80 48 00	Repair & Maint Equipment	5,748	5,625	5,000	7,350
001 000 000 576 80 49 00	Miscellaneous, annual lease	435	511	1,000	500
001 000 000 576 80 49 01	Misc-Property Tax	175	192	200	324
TOTAL OTHER SERVICES & CHARGES		60,777	40,957	61,200	40,730
CAPITAL OUTLAY					
001 000 000 594 76 30 00	Park Improvements	-	10,516	-	-
001 000 000 594 76 00 00	Furniture and Equipment: Replacement	-	-	8,000	8,000
001 000 000 594 76 64 00	Parks Capital Outlay >\$5K	1,644	-	-	-
TOTAL CAPITAL OUTLAY		1,644	10,516	8,000	8,000
TOTAL PARKS DEPARTMENT		428,075	490,504	519,835	486,349

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
	FTE: 3 of 5 total allocated Public Works are split 60% Parks and 40% Streets
265,275	CPI-W=1% COLA 1 non-rep employee; 2% CBA floor COLA 4 employee-----see salary model notes
8,798	
4,680	
10,800	Assumes full participation
11,034	
20,453	Per RO: 2021: 2020 budget @ + 2% , includes taxes, etc (fully loaded)
3,236	Special Events:Medina Days, Seafair, Parkboard--# provided by Ryan + gross up
324,276	8%
103,805	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
2,000	
105,805	1%
19,000	Garbage bags, toilet paper, fertilizer, bark, topsoil, Mutt Mitts, bathroom supplies, Purell sanitizer, light bulbs, paint, mower blades, irrigation parts, tennis court nets, gloves, ear plugs, eye protection
5,000	Public Works equipment & vehicles
24,000	-26%
5,000	Arborist, irrigation repairs, engineeringBack-flow device testing, hazardous material disposal, fertilizing and spraying,
4,000	Debris disposal
6,500	mobile phones, alarm/fire monitoring line, internet
5,000	Pesticide training, flagger training, certifications, licenses, conferences, qtrly safety meetings, AE Training
22,000	Utilities for public works shop and park restrooms, irrigation water, pond power
7,000	Backhoe, mowers,workman
1,000	yearly lease for Shop Yard
200	KC Real Estate Tax (Noxious Weeds)
50,700	24%
	*** see capital projects
7,000	Park Benches, Tables, Tennis Court Nets, Flags
7,000	-13%
511,781	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
	OPERATING TRANSFERS				
	<u>From General Fund to:</u>				
303 000 000 597 00 30 00	Levy Stabilization Fund				
001 000 000 597 00 30 00	Street Fund	40,000	40,000	370,000	370,000
	TOTAL TRANSFERS FROM GENERAL FUND	40,000	40,000	370,000	370,000
	<u>From Contingency Fund to:</u>				
302 000 000 597 00 01 02	Street Fund	95,426			
	TOTAL TRANSFERS FROM CAP RESERVE FUND	95,426	-	-	
	<u>From Capital Projects Fund to:</u>				
307 000 000 597 00 00 10	General Fund				
307 000 000 597 00 00 30	Street Fund	188,000	347,000	-	
	TOTAL TRANSFERS FROM CAPITAL FUND	188,000	347,000	-	-
	TOTAL OPERATING TRANSFERS	323,426	387,000	370,000	370,000

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
\$ 500,000	
377,132	
877,132	
-	Remaining balance, 2018 transfer
-	
-	
877,132	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
CITY STREET FUND REVENUE					
INTERGOVERNMENTAL REVENUE					
	DOE Sweeping Grant				
101 000 000 334 03 60 00	Nat'l Pollution Discharge Elim	41,743	19,610	27,000	15,000
101 000 000 336 00 87 00	Motor Fuel Tax and MVA Transpo	70,166	68,413	68,957	57,349
TOTAL INTERGOVERNMENTAL		111,909	88,024	95,957	72,349
OPERATING TRANSFERS					
101 000 000 397 00 20 00	From Capital Reserves (302)	95,426			
101 000 000 397 00 10 00	From General Fund (001)	40,000	40,000	370,000	370,000
101 000 000 397 00 30 00	From Capital Projects Fund (307)	188,000	347,000	-	
TOTAL OPERATING TRANSFERS		323,426	387,000	370,000	370,000
TOTAL CITY STREET FUND		435,335	475,024	465,957	442,349

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
19,000	80% reimbursement
50,000	NPDES DOE Grant ?
70,092	2021: MRSC estimated distribution of State Shared Revenue, available late July
139,092	92%
377,132	
-	Transfer from Capital Fund to Street Fund, REET1 eligible + \$5K unrestricted
377,132	2%
516,224	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
CITY STREET FUND					
SALARIES & WAGES					
101 000 000 542 30 11 00	Salaries & Wages	175,011	166,459	175,274	175,000
101 000 000 542 30 11 11	Longevity	6,390	7,184	7,532	6,180
101 000 000 542 30 11 14	Education	2,155	2,159	2,160	2,554
101 000 000 542 30 11 16	ICMA 457 Plan	7,179	7,192	7,200	6,779
101 000 000 542 30 11 17	Opt-Out of Medical	8,952	8,826	7,774	6,404
101 000 000 542 30 11 00	Salaries & Wages (Seasonal Workers)	-	13,106	13,369	-
101 000 000 542 30 12 00	Overtime	1,300	3,119	2,157	1,967
TOTAL SALARIES & WAGES		200,988	208,045	215,466	198,884
PERSONNEL BENEFITS					
101 000 000 542 30 21 00	Personnel Benefits	62,088	66,342	67,625	67,000
101 000 000 542 30 22 00	Uniforms	1,609	1,563	2,000	2,000
TOTAL PERSONNEL BENEFITS		63,697	67,905	69,625	69,000
ROAD & STREET MAINTENANCE					
101 000 000 542 30 31 00	Operating & Maintenance Supplies	4,864	6,258	5,000	2,500
101 000 000 542 30 35 00	Small Tools/Minor Equipment	3,784	4,686	4,000	2,000
101 000 000 542 30 41 00	Professional Services	40,841	49,441	40,000	45,000
101 000 000 542 30 41 03	Prof Svcs- NPDES Grant	64,425	33,993	25,000	50,000
101 000 000 542 30 41 10	Road & Street Maintenance	(8,799)	124	10,000	10,444
101 000 000 542 30 45 00	Machine Rental	-	603	1,000	-
101 000 000 542 30 47 00	Utility Services	687	857	1,000	700
101 000 000 542 30 48 00	Equipment Maintenance	3,940	7,285	6,000	3,000
101 000 000 542 40 41 00	Storm Drain Maintenance	39,269	37,326	15,000	7,000
101 000 000 542 63 41 00	Street Light Utilities	22,930	21,755	22,000	22,000
101 000 000 542 64 41 00	Traffic Control Devices	11,747	3,849	10,000	4,000
101 000 000 542 66 41 00	Snow & Ice Removal	140	160	1,000	-
101 000 000 542 67 41 00	Street Cleaning	5,593	15,320	35,000	10,000
101 000 000 542 70 40 00	Street Irrigation Utilities	-	18,854	-	9,000
TOTAL ROAD & ST MAINTENANCE		189,421	200,511	175,000	165,644
CAPITAL OUTLAY					
101 000 000 594 42 64 00	>\$5,000 Equipment, HW & SW	-	-	-	-
TOTAL CITY STREET FUND		454,105	476,461	460,091	433,528

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
	FTE: 2 of 5 total allocated Public Works are split 60% Parks and 40% Streets
176,850	CPI-W=1% COLA 1 non-rep employee; 2% CBA floor COLA 4 employee-----see salary model notes
5,865	
3,120	
7,200	Assumes full participation
7,080	
13,636	Per RO: 2021: 2020 budget @ + 2% , includes taxes, etc (fully loaded)
2,157	Special Events:Medina Days, Seafair, Parkboard--# provided by Ryan + gross up
215,908	9%
69,204	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
2,000	
71,204	3%
5,000	Storm drain pipe, catch basin grates, marking paint, gravel, cement, bark, roadside plantings REET1 eligible
4,000	power tools, mower parts, Pole Saw, Weedeater
54,000	84th Median & 24th Roadside Maint, 24th traffic Signal (shared Clydehill # netted), WRIA \$3092 REET1 eligible
50,000	NPDES Requirements Grant \$50k
10,000	Pavement patching, pavement markings, sidewalk maintenance, curb repairs REET1 eligible
1,000	ditch witch, compactor, compressor, manlift
1,000	Utility locates
7,000	PW vehicle and power equip repairs
15,000	Catch Basin Vactoring, Storm Line jetting, root cutting, camera
22,000	PSE street light Power, REET1 eligible
10,000	Posts, reflective signs(Fed Req), barricades, cones
1,000	Sand, ice melt
25,000	Street sweeping contracted service (DOE Grant til July 2021)
23,000	
228,000	38%
6,000	Asset Essentials Licensing
515,112	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
	TREE FUND REVENUE				
	MISCELLANEOUS REVENUE				
103 000 000 345 89 00 00	Other -Tree Replacement	13,245	3,075	5,000	1,000
103 000 000 382 20 00 00	Refundable Retainage Deposits		875		
	TOTAL MISCELLANEOUS REVENUE	13,245	3,950	5,000	1,000
	TOTAL TREE FUND	13,245	3,950	5,000	1,000

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
3,075	Expecting only minimum fines
3,075	
3,075	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
	TREE FUND				
	OTHER SERVICES & CHARGES				
103 000 000 558 60 41 50	Professional Services	18,034	6,496	10,000	1,000
103 000 000 558 60 49 10	Miscellaneous-Tree Replacement	112,418	23,572	30,000	875
	TOTAL OTHER SERVICES & CHARG	130,451	30,067	40,000	1,875
	TOTAL TREE FUND	130,451	30,067	40,000	1,875

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
8,000	Consultant Arborist
30,000	Tree Plantings, Hazardous Tree Program
38,000	
38,000	

ACCOUNT NUMBER	DESCRIPTION	2018 Actuals	2019 Actuals	2020 Budget	2020 Year-end projection
	LEVY STABLIZATION FUND				
	OPERATING TRANSFERS				
303 000 000 397 00 30 00	From General Fund (001)	-	-	-	
	TOTAL TRANSFER REVENUE	-	-	-	
	TOTAL LEVY STABILIZATION FUND	-	-	-	-

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
500,000	New Fund
500,000	
500,000	

ACCOUNT NUMBER	DESCRIPTION	2018 Actual	2019 Actuals	2020 Budget	2020 Year-end projection
CAPITAL PROJECTS FUND REVENUE					
TAXES					
307 000 000 318 34 00 00	Real Estate Excise Tax 1	580,162	559,082	379,939	728,980
307 000 000 318 35 00 00	Real Estate Excise Tax 2	580,162	559,082	379,939	728,980
TOTAL TAXES		1,160,325	1,118,165	759,878	1,457,960
307 000 000 334 03 80 00	State Transp Improv Board Grant - Sidewalks		203,932		228,950
307 000 000 334 06 91 02	Property II Levy	24,523	26,964	50,000	50,000
307 000 000 334 06 91 05	TIB-LED Streetlight Conversion Grants	118,315			
TOTAL INTERGOVERNMENTAL		142,838	230,896	50,000	278,950
307 000 000 344 10 02 00	Roads Street CIP Improvements	-	20,000	315,000	-
TOTAL TRANSPORTATION		-	20,000	315,000	-
307 000 000 361 11 00 00	Investment Interest Earnings	41,439	46,249	39,142	17,130
307 000 000 367 00 00 00	Capital Project Donations - Non-Gov	-	5,145		
307 000 000 382 20 00 00	Refundable Retainage Deposits		18,258		14,851
OPERATING TRANSFERS - IN					
307 000 000 397 00 10 00	From General Fund to Capital	-			
307 000 000 397 00 04 00	From Custodial (relass 2019 only)	-	14,231		
307 000 000 397 00 40 00	From Capital Reserve Fund to Capital	-	-	-	-
TOTAL TRANSFERS		-	-	-	-
TOTAL CAPITAL PROJECTS FUND		1,344,601	1,452,943	1,164,020	1,768,891

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
388,968	2021- Assume rolling 12 mos (Oct 19-Sept 20, less July's large sale) with 15% reduction for potential market softening
388,968	
777,936	-47%
50,000	KC Parks Levy, Nov 2019 went to ballot for renewal, passed, updated to reflect notice rec'd from KC of COM annual portion
50,000	-82%
266,000	Potential 84th Overlay Grant TIB (updated 11/14 with new project est)
266,000	
19,080	Assumes LGIP and Bond Investments Interest, allocated between General Fund (25%) & Capital (75%)--- 2020.07 ytd annualized
-	
-	
1,113,016	

ACCOUNT NUMBER	DESCRIPTION	2018 Actual	2019 Actuals	2020 Budget	2020 Year-end projection
CAPITAL PROJECTS FUND					
IMPROVEMENTS					
307 000 000 594 18 60 00	Building Improvements	96,186	79,484	10,000	10,000
307 000 000 594 76 63 20	Park Improvements	69,852	79,489	50,000	65,248
307 000 000 595 30 63 01	Street Improvement - Overlays	975,207	515,098	520,000	152,160 *
307 000 000 595 30 63 02	Storm Drainage Improvements		45	367,074	814 **
307 000 000 595 30 63 10	Sidewalk Improvements	8,609	279,899	150,000	380,898 ***
Retired account codes:					
307 000 000 595 30 05 00	Overlake Drive East	122,815			
307 000 000 595 30 60 00	Poplar Tree Removal/Replacement				
307 000 000 595 30 63 12	Walkable Medina Project	21,804			
307 000 000 595 30 63 18	Medina Park Ponds	(1,274)			
307 000 000 595 90 11 00	Allocation of PW Director salary for project oversight	54,888			
TOTAL IMPROVEMENTS		1,348,087	954,015	1,097,074	609,120
TOTAL CAPITAL PROJECTS		1,348,087	954,015	1,097,074	609,120

Retainage release 22,494
Adjusted actual 631,614

Active Accounts, use category code for project #

2021 Preliminary Budget	Comments from prior year, please update as needed: Notes:
20,000	Post Office Flooring
150,000	KC Grant = \$50K, +\$100K REET for park playground improvements
340,000	86th Ave NE \$45k, 84th Ave NE \$295k --TIB grant to cover \$266K
50,000	Citywide Mapping & Evaluation of Storm System part 2
280,000	NE 12th ST ADA & Sidewalk Repairs
840,000	
840,000	

* = 2 overlays delayed to 2021
** = Project delayed
*** = offset by grant revenue

**City of Medina
Ordinance Number 991
Attachment A**

2021 Salary Schedule

The 2021 salary ranges for full time city employees shall be as follows:

Exempt Unrepresented Employees:

COLA increase = CPI-W, 1%	FTE	Minimum	Midpoint	Maximum
Building Official	0	\$7,604	\$8,557	\$9,507
Planning Manager	1	\$7,604	\$8,557	\$9,507
Department Directors	4	\$8,763	\$9,857	\$10,953
Police Chief (+market adjustment of 10%)	1	\$10,795	\$12,144	\$13,491
City Manager	1	\$11,060	\$12,442	\$14,385

Non Exempt Unrepresented Employees:

COLA increase = DOF 1% / Captain 3%	FTE	Minimum	Midpoint	Maximum
Assistant Finance Director *	1	\$5,816	\$6,979	\$8,141
Police Captain	1	\$9,134	\$10,275	\$11,416

Collective Bargaining Agreement between City of Medina and City of Medina Patrol Officers:

COLA per CBA = 3%	FTE	Step A	Step B	Step C	Step D
Patrol Officer A		\$6,677	\$7,070	\$7,462	\$7,857
Patrol Officer B		\$6,758	\$7,151	\$7,541	\$7,937
Patrol Officer C	2	\$6,914	\$7,307	\$7,700	\$8,092
Patrol Officer D	4	\$7,070	\$7,462	\$7,858	\$8,250
Police Sergeant A	1	\$7,868	\$8,296	\$8,735	\$9,182
Police Sergeant B		\$8,024	\$8,452	\$8,891	\$9,340

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Public Works Employees):

CBA exp 12/31/20, 2% as placeholder until negotiated	FTE	Step A	Step B	Step C	Step D
Maintenance Worker	3	\$5,431	\$5,661	\$5,982	\$6,311
Maintenance Supervisor	1	\$6,742	\$6,975	\$7,349	\$7,742

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Office-Clerical Employees):

CBA exp 12/31/20, 2% as placeholder until negotiated	FTE	Step A	Step B	Step C	Step D
Admin. Assistant-Deputy Clerk	1	\$5,431	\$5,661	\$5,982	\$6,311
Information Systems Coordinator	1	\$5,431	\$5,661	\$5,982	\$6,311
Police Administrative Specialist	1	\$5,431	\$5,661	\$5,982	\$6,311
Development Svcs Coordinator	1	\$5,542	\$5,709	\$6,011	\$6,328
Dpty Blding Official (rep pending negotiation)	1	\$5,891	\$6,676	\$7,462	\$8,246
Police Office Manager	1	\$6,609	\$6,975	\$7,349	\$7,742

* = position currently filled with part-time employee with salary pro-rated at 0.7 FTE

CITY OF MEDINA

Updated 5/18/2020

2021 - 2026 SIX YEAR CAPITAL IMPROVEMENT PLAN (CIP)
 2021 - 2026 SIX YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP)
 2021 - 2026 SIX YEAR NON-TRANSPORTATION IMPROVEMENT PLAN (NON-TIP)
 DATE SUBMITTED: July 2020

Approved by: Medina City Council
 Date: July 2020
 Resolution Number:

NO.	YEAR	STREET / LOCATION	FROM / AT	TO	LENGTH (mi)	PROJECT SCOPE	PAVEMENT CONDITION	PROJECT BUDGET	REVENUE SOURCE
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I. STREET IMPROVEMENT PROJECTS (ACP Overlays, Sidewalks, Storm Drainage, etc.)

I - 1	2021	84th Ave NE	Overlake Dr West	NE 12th Street	0.53	Asphalt overlay, drainage improvements	72	\$295,000.00	REET Tax
I - 2	2021	86th Ave NE	NE 5th Street	NE 6th Street	0.07	Asphalt overlay, drainage improvements	72	\$45,000.00	REET Tax
I - 3	2022	78th Place NE	NE 32nd Street	Evergreen Pt Rd	0.23	Asphalt overlay, drainage improvements	68	\$100,000.00	REET Tax
I - 4	2023	Parking Lot	Medina Pk NE 82nd			Asphalt overlay	77	\$50,000.00	REET Tax
I - 5	2023	77th Ave NE	NE 16th St	NE 22nd Street	0.4	Asphalt overlay, drainage improvements	62	\$200,000.00	REET Tax
I - 6	2023	NE 5th Street	Ridge Road	Upland Road	0.10	Asphalt overlay, drainage improvements	72	\$65,000.00	REET Tax
I - 7	2024	NE 10th Street	84th Ave NE	Lake Wash Blvd	0.28	Asphalt overlay, drainage improvements	77	\$155,000.00	REET Tax
I - 8	2024	NE 10th Street	Evergreen Pt Rd	80th Ave NE	0.26	Asphalt overlay, drainage improvements	63	\$130,000.00	REET Tax
I - 9	2025	NE 12th Street	84th Ave NE	Evergreen Pt Rd	0.48	Asphalt overlay, drainage improvements	81	\$225,000.00	REET Tax
I - 10	2026	NE 7th Street	84th Ave NE	Overlake Dr E	0.32	Asphalt overlay, drainage improvements	56	\$180,000.00	REET Tax
I - 11	2026	81st Ave NE	Overlake Dr W	NE 8th Street	0.09	Asphalt overlay, drainage improvements	68	\$60,000.00	REET Tax

II. STORM DRAINAGE PROJECTS (Not including storm drainage improvements in conjunction with street or path projects)

II - 1	2021	Storm Mapping	50% of the City			Map and evaluate current City Stormwater System		\$50,000.00	REET Tax
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Pavement Condition Legend for Part I. ACP Overlays:

Based on a 100 point rating with 0 being the worst.
 Rating is generated by the TIB Performance Management Dashboard
 *Rating is outdated - field verified

NOTES:

- 1) The above budget figures are to be considered preliminary project costs only. More precise budget figures will need to be determined once the final scope of each project is defined, which will require more extensive research, survey, and scope definition prior to the particular year's budgeting.
- 2) The projects identified above are preliminary in scope. Projects may be added to or deleted from this list.

III. SIDEWALK / PATH PROJECTS (Including storm drainage improvements as needed)

III - 1	2021	NE 12th Street	80th Ave NE	84th Ave NE	0.2	ADA Updates and Sidewalk Repairs		\$280,000.00	REET Tax
III - 2	2022	NE 12th Street	Evergreen Pt Rd	80th Ave NE	0.28	ADA Updates and Sidewalk Repairs		\$390,000.00	REET Tax
III - 3	2023	NE 10th St	84th Ave NE	Lk Wash Blvd	0.28	ADA Updates and Sidewalk Repairs		\$115,000.00	REET Tax
III - 4	2024	81st Ave NE	NE 8th St	Overlake Dr W	0.09	Sidewalk Installation		\$200,000.00	REET Tax
III - 5	2025	NE 24th Street	Evergreen Pt Rd	84th Ave NE	0.48	ADA Updates and Sidewalk Repairs		\$300,000.00	REET Tax
III - 6	2026	NE 28th Street	Evergreen Pt Rd	80th Ave NE	0.25	ADA Updates and Sidewalk Repairs		\$150,000.00	REET Tax

NON-TRANSPORTATION IMPROVEMENT PROJECTS:

IV. BUILDING RESTORATION AND IMPROVEMENTS

IV - 1	2021	Post Office				Replace Flooring		\$20,000.00	REET Tax
IV - 2	2022	Post Office				Re-paint Building Exterior		\$20,000.00	REET Tax
IV - 3	2023	City Hall Building				Re-paint City Hall Building Exterior, excluding trim		\$50,000.00	REET Tax
IV - 4	2025	Post Office				Re-paint Interior		\$20,000.00	REET Tax
IV - 5	2026	City Hall Building				Re-paint City Hall Interior		\$90,000.00	REET Tax

V. PARKS PROJECTS

V - 1	2022	Medina Park	East Section		N/A	Irrigation system, drainage & pathway improvements		\$50,000.00	REET Tax
V - 2	2023	Medina Park	West Section		N/A	Irrigation system, drainage & pathway improvements		\$50,000.00	REET Tax
V - 3	2024	Fairweather Park	Playfield		N/A	Playfield Drainage Improvements		\$40,000.00	REET Tax
V - 4	2026	Post Office Park			N/A	Park Landscaping		\$50,000.00	REET Tax

SUMMARY TOTAL PROJECTED BUDGET BY YEAR:

2021	\$	690,000.00
2022	\$	560,000.00
2023	\$	530,000.00
2024	\$	525,000.00
2025	\$	545,000.00
2026	\$	530,000.00

TOTAL SIX YEAR C.I.P. 2021 - 2026 \$ 3,380,000.00

NOTES:

- 1) The above budget figures are to be considered preliminary project costs only. More precise budget figures will need to be determined once the final scope of each project is defined, which will require more extensive research, survey, and scope definition prior to the particular year's budgeting.
- 2) The projects identified above are preliminary in scope. Projects may be added to or deleted from this list.