



City of Lake Stevens

2023 Digital Budget Book





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INTRODUCTION



Mayor's Message

Brett Gailey, Mayor

November 1, 2022

Honorable City Council,

The 2023 budget continues to be an opportunity for the city of Lake Stevens to work on its internal processes. The city has grown quickly in the last decade, and it is time to bring how we do business up to current day standards. This budget improves city operations by continuing accreditation from the American Public Works Association (APWA), completing capital projects and meeting community need for more recreational and outdoor opportunities. The accreditation of our Public Works Department ensures that systems and procedures are meeting national standards. This is an 18 to 24-month process started last year to obtain accreditation that will improve how Public Works and the city delivers services to residents. This accreditation not only improves service delivery, but also saves taxpayer dollars with improved efficiency.

There are multiple capital project projects underway throughout the city. The Washington Department of Transportation will continue the SR 9/204 project. This will include constructing two large roundabouts at SR 9 at the SR9/204 intersection and just north of that project at N. Davies Rd and Vernon Rd. We are working closely with WSDOT to communicate traffic changes to our community and are grateful for this partnership.

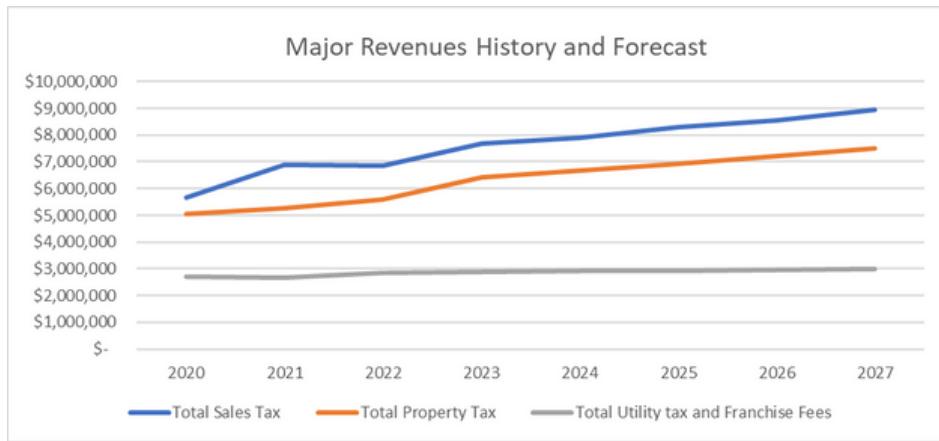
Other capital projects that support outdoor recreation include improving parts of Sunset Park, final improvements to Frontier Heights Park, improving the 20th Street Powerline Trail, and extending the South Lake Stevens multi-use path to Highway 9. In addition, our number one legislative priority is to secure \$1.8 million in funding to remodel the Cedarwood Community Center.

Residents of Lake Stevens have been clear and vocal about their desire for infrastructure improvements and recreational activities/enjoyment of the outdoors. We will continue to meet these needs for residents and visitors alike share in funding vital city services.

As always, we appreciate your support and welcome your questions.

REVENUES

Lake Stevens has seen revenue growth over the past six years and can expect some sources to continue to grow, while others flatten out. Using reasonable assumptions, we foresee overall growth of 4% per year for all combined revenue.



The assumptions used to make these projections are:

- Sales Tax increase of 6% a year until 2026 then 5% increase thereafter.
- Property Tax increase of 1% plus estimated new construction and annexation assessments.
- Utility Tax increase of 1% per year.





Lake Stevens continues to see new retail and redevelopment which signals a strong economy and reinforces the city's revenue projections.

The city continues to allocate \$300,000 of construction sales tax revenue into the general fund for operating purposes. Any remaining construction sales tax is allocated to our capital reserves for future infrastructure needs.

2023 Priorities

Our budget priorities for 2023 are to:

1. Achieve American Public Work Association (APWA) accreditation
2. Improve transportation program
3. Develop Parks and Recreation program
4. Complete identified capital projects.
5. Streamline citywide processes to increase levels of Service.

Proposed Operating Budget

Our proposed budget is structured to fund the highest priority needs for city residents while maintaining adequate reserves. The city continues to look toward the future with continued economic development on 20th St SE and potential Transportation Benefit District funding. In the meantime, the 2023 budget strategically funds department needs that are a priority for residents.

The proposed staffing budget includes:

1. Add IT Applications Analyst
2. Add Public Works Analyst
3. Add Public Works Shop Quartermaster
4. Add Grant Writer
5. Add four Seasonal Park Workers
6. Increase Part-time Senior Planner to Full-time
7. Cost of Living Adjustment for Non-Represented Staff
8. Allow for internal promotional opportunities to retain staff

To maintain a balanced budget, some positions are budgeted to start in middle to late 2023.

SUMMARY

The 2023 budget continues to support the city we all live in and enjoy, as well as attract and retain skilled staff to deliver services our community wants. Our city is continuously changing and improving to meet these needs and function more efficiently. I am excited to enter 2023 knowing the challenges of change and improvement are our budget priorities.

I appreciate the hard work of our staff, city council, and the community in not only building this budget, but also in building "One Community Around the Lake."

Respectfully,

Brett Gailey, Mayor



Mission, Vision & Values

Mission:

The City of Lake Stevens' mission is not only to preserve the natural beauty that attracted so many of its citizens, but to enhance and harmonize with the environment to accommodate new people who desire to live here. Through shared, active participation among Citizen, Mayor, Council, and City Staff, we commit ourselves to quality living for this and future generations. Growth in our community is inevitable. The City will pursue an active plan on how, when, and where it shall occur to properly plan for needed services, ensure public safety, and maintain the unique ambience that is Lake Stevens.

Vision and Values:

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life. Our Values:

- Integrity – Promoting honesty and professional ethics
- Respect – Caring about customers and employees being trustworthy and openly trusting of others
- Service – Providing excellent service, responsive to customer needs
- Creativity – Encouraging entrepreneurial spirit within the organization
- Partnership – Creating a team atmosphere, both inside and outside the organization



Elected Officials

The City of Lake Stevens operates under the mayor-council system. The city's motto, "One Community Around the Lake", embodies its quality of life, top-ranked school district, and the City Council's commitment to providing excellent services and amenities for its citizens. Here you can find answers to your questions about leadership and upcoming projects, and discover how our government departments work together to maintain this beautiful city and provide the services on which we rely.

Through shared, active participation among residents, the Mayor, City Council, and City staff, we commit ourselves to quality living for this and future generations.

Mayor Brett Gailey

Brett Gailey is a long-time resident of Lake Stevens. He retired from the Everett Police Department in May 2020 after 21 years in law enforcement.

He is a Lieutenant Colonel branched Military Intelligence in the US Army Reserves, with a Bachelor's degree in Spanish from Boise State University and a Masters in Business Administration from the American Military University.

He is married to Micah and between the two of them have seven children, who attend or attended Lake Stevens schools.

Family is important to Brett; as Mayor of Lake Stevens, he enjoys the opportunity to help build this great community, with his focus on parks and maintaining a small-town quality of life.

He is a member of the Snohomish County Tomorrow Executive Committee, the Lake Stevens Art and Parks Foundation, and the Lake Stevens Rotary Club.

Brett enjoys music from the '80s, running, hiking nearby peaks, making contacts with his amateur radio, and crawling things with his Jeep.



Councilmember Kim Daughtry, Position #1

Biography

Originally from Puyallup, Kim Daughtry and his wife, Debbie, moved to Lake Stevens in 2000 after retiring with 25 years in the US Navy. They have been married for 34 years and have two grown sons, one living in Bellevue and the other in South Carolina with the US Air Force.

Following the Navy he was recruited by the Strategy and Technology Consulting Firm, Booz Allen Hamilton to further facilitate the process improvement and perform cost benefit analysis for several entities including the San Diego School District, the California Space Consortium, the California State Department of Finance, San Diego County Waste Management Board, and the US Navy.



Kim next became the Chief Information Officer for Teligistics, a telecommunications cost analysis firm where he designed and implemented a database and cost analysis system that analyzed business phone bills and recommended improvements for cutting a client's telecommunications costs and recovering overcharges by their suppliers. After Teligistics, Kim started his own business as a home restoration and rehabilitation specialist in and around Lake Stevens and also has a business designing and maintaining



websites for small businesses and non-profit groups.

For relaxation Kim enjoys woodworking and working around their pond and yard.

Special Projects
Serves on the board of the Snohomish Health District.

Council liaison to:

- Lake Stevens School District
- Community Transit Board of Directors
- Lake Stevens Family Center
- Puget Sound Regional Transportation Board
- Snohomish County Cities
- Member of the Lake Stevens Chamber of Commerce

Councilmember Gary Petershagen, Position #2

Biography

Gary has been a lifelong resident of the Everett/Lake Stevens area, settling full time in Lake Stevens since 1995. Gary is married to his wife Jeanne and together they have two children, both proud graduates of Lake Stevens Schools. Having been involved in various aspects of the real estate industry in the past 38+ years, his experiences include

banking, land entitlement/development and 12 years in homebuilding. Currently Gary is the principal owner of Alexander Reed, LLC, specializing in land development and CD21S, LLC which provides the construction industry with inspection services and due diligence. Gary is also a licensed Real Estate Broker in the State of Washington.

With past business activities primarily in the Marysville area, Gary was involved in Marysville Noon Rotary Club for 18 years earning a Paul Harris Award for Community Service. He also served as the Chairman of the Board in '04-'05 for the Marysville Tulalip Chamber of Commerce. Other activities involved the Economic Development Council of Snohomish County along with his service of 6 years on the Lake Stevens Planning Commission.

Having served on the City Council since January of 2017, Gary was re-elected in 2021 to serve another 4 year term.



Councilmember Ryan Donoghue, Position #3

Biography

Originally from Stanwood, WA, Ryan Donoghue moved to Lake Stevens in 2016 with his wife, Michelle. Ryan and Michelle have been married since 2015 and have a young son and daughter with whom they love experiencing all Lake Stevens has to offer. When Ryan and his family aren't at North Cove Park for the Farmer's Market or the playground, they can be found enjoying pizza at Contos' or practicing the art of self-control at the Lake Stevens Costco.

Ryan received his JD/MBA from the Seattle University School of Law and the Seattle University Albers School of Business. After graduating, Ryan worked briefly as a Snohomish County Deputy Prosecutor before joining the strategic advisory group of an intellectual property (IP) law firm in Seattle. Ryan currently works as a consultant for a large global services company where he



leads teams of IP and data analytics professionals in advising companies on risk mitigation strategies related to their IP portfolios.

For relaxation, Ryan enjoys spending time with his family; hanging out at the dog park with his dog, Fynn; and watching Formula 1.

Councilmember Mary Dickinson, Position #4

Biography

Mary Dickinson was born and raised in Lititz, Pennsylvania. She was one of six children. She taught Spanish and English as a Second Language. Married 52 years, Mary and her husband Phil have two children. Their son and his family live in Round Rock, Texas, and their daughter and her wife live in Seattle. The birth of her first son with Downs' Syndrome in 1973 galvanized her to become involved with her community in all aspects. Her community activities have included: Girl Scout Neighborhood Director (FL), Down Syndrome Congress founding member (MD), Hispanic League Middle School Achievers coordinator (NC), preparing meals for Cocoon House (WA), helping with both Lake Stevens' Library YES campaigns and joining the Lake Stevens Senior Center, Lake Stevens Friends of the Library and the Lake Stevens Kiwanis Club. She received the Winston-Salem Foundation's annual ECHO award for her work with Crossing 52 Initiative encouraging racial dialog, her teaching of English to immigrants, and her service as coordinator with the Hispanic League.

Mary is grateful to have the opportunity to apply her energies to Lake Stevens. She will work diligently to help the City of Lake Stevens realize its potential. As in her campaign, she will continue to listen to concerns and suggestions of residents.



Councilmember Anji Jorstad, Position #5



Biography

Anji Jorstad is a Pacific Northwest native. Born in Washington and raised in Eastern Oregon, she was drawn to the natural beauty of Snohomish County in 1993 to pursue her career in community mental health. Anji and her husband Jesse moved to Lake Stevens in 2011, excited to raise their family in a tight-knit, friendly community with a distinguished school district. Their children attend Lake Stevens High School and Mount Pilchuck Elementary. Anji is a graduate of Pacific University in Forest Grove, Oregon with a double major in Psychology/Social Work. She earned her Master's Degree in Social Work from Eastern Washington University and is a Licensed Social Worker with experience in both the public and non-profit sectors. Anji currently works for Snohomish County as a Behavioral Health supervisor in the Human Services Department, overseeing innovative programs that bring law enforcement, corrections, behavioral health and housing systems together to address service gaps throughout Snohomish County. Anji leverages over 25 years of experience in community organizing, project development, and budget oversight to the work of the Council. She is committed to creating opportunities to bring the ideas in our community to City Hall, where open dialogue and transparency are necessary to move us forward. Anji spends her free time with her husband and family cooking delicious meals and discovering new restaurants, playing card and board games, and finding new ways to enjoy Lake Stevens and the Pacific Northwest.

Councilmember Steve Ewing, Position #6



Biography

Washington natives Steve and his wife Athena, have been happily married since 2000, and have been in Lake Stevens since 2005. They were won over by the excellent schools coupled with its proximity to recreational and employment opportunities. Each of their five children are/have been blessed to have received their education within the Lake Stevens School District.

Steve graduated from college and began his career with the State of Washington in 2002. He has worked as a Mental Health Counselor, Community Corrections Officer, and has served many years as an Administrative Hearings Officer in both the prison and community settings. Steve finds his service oriented professional work both rewarding and challenging.

Serving his community and others has long been part of Steve's life. He served a two-year mission for his church to Milan, Italy, and has served in many church leadership positions since. He has also served many years as the President of his 136 member Homeowners Association. Prior to joining the City Council in 2019, Steve served on the City's Planning Commission for two years. Steve is a regular blood donor and is proud to have his 8 gallon pin!

In his free time Steve loves to garden, and hikes in the gorgeous mountains that surround us. He is proud of his fig trees and other garden produce that he and his family enjoy every season.

Councilmember Marcus Tageant, Position #7

Biography

Marcus Tageant grew up in Lake Stevens and graduated from the Lake Stevens School District. After graduation Marcus joined the United States Marines where he fought in the Persian Gulf War. After serving in the Marines he attended college at Washington State University. He then relocated back to Lake Stevens.

Marcus has owned and operated Task Properties / Impact Property Management in the Lake Stevens community for the past 12 years. His companies manage Condominium Associations, Home Owner Associations, residential properties and commercial properties in Snohomish and King counties. Working and living in the Lake Stevens community he has established great working relationships with many community members.

Mr. Tageant belongs to, and volunteers in, many community groups such as the Lake Stevens Kiwanis, the Greater Lake Stevens Chamber of Commerce, and the American Legion. He feels that it is important to give back to the community in which he lives and works.



Special Projects

Liaison To:

- Lake Stevens School Board
- Chamber of Commerce



- o Lake Stevens Aquafest

City Council-Mayor-City Administrator



One Community Around the Lake



Since settling in 1886, Lake Stevens has been home to families who set their sights on pioneering a better way of life for western Washington and beyond. Encompassing approximately nine miles of Snohomish County, and surrounding one of the region's most coveted recreational lakes, the City of Lake Stevens has emerged as one of the most desirable places in the state to call home.

Just 10 minutes east of Everett, and 34 minutes from downtown Seattle, Lake Stevens is home to hardworking families and retirees. Our growth is outpacing the rest of Snohomish County. In 2022, the city had more than 35,000 residents and forecasts that by 2035 Lake Stevens will experience 40% growth to exceed a population of 40,000.

The City was incorporated in 1960 and operates with a mayor-council form of government. The City is a general-purpose governmental entity that provides services to its residents including health and social services, public safety, street improvement, parks and recreation, and general administrative services.

Fire service is provided by Snohomish County Regional Fire & Rescue. Sewage collection and treatment service is provided by Lake Stevens Sewer District under a Unified Sewer Agreement.

Population Overview



TOTAL POPULATION

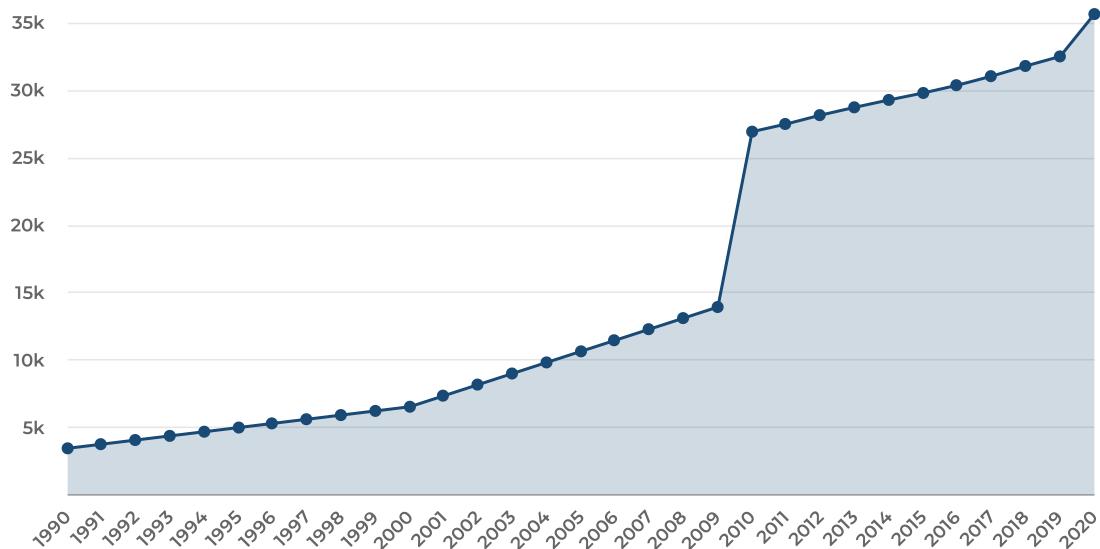
35,630

▲ 9.7%
vs. 2019

GROWTH RANK

61 out of **286**

Municipalities in Washington



* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



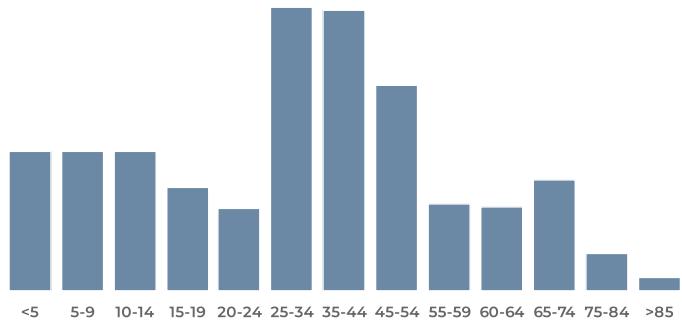
DAYTIME POPULATION

24,610

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

* Data Source: American Community Survey 5-year estimates



Household Analysis

TOTAL HOUSEHOLDS

11,536

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.

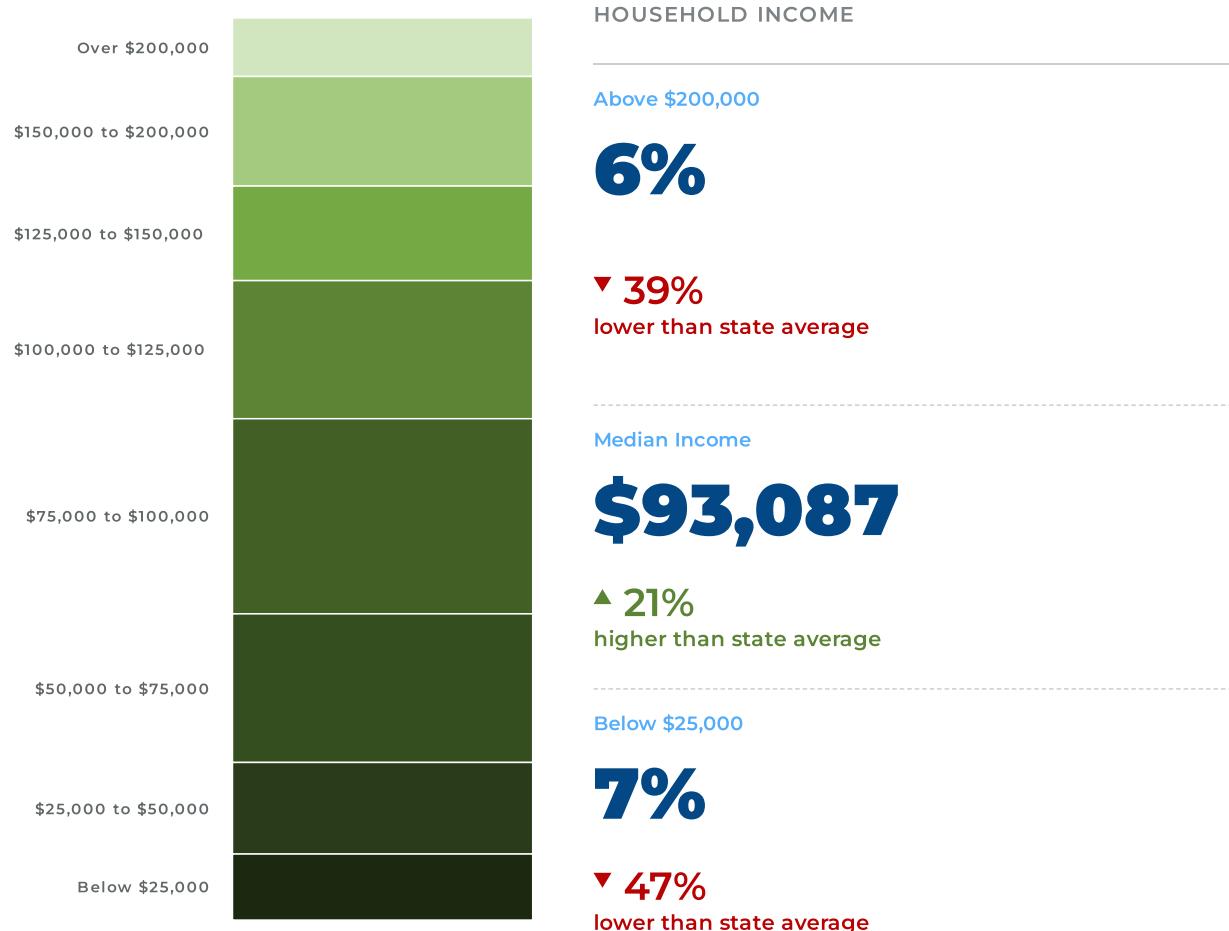


* Data Source: American Community Survey 5-year estimates



Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



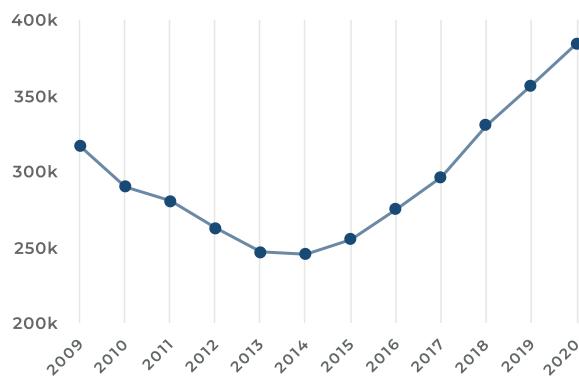
* Data Source: American Community Survey 5-year estimates



Housing Overview



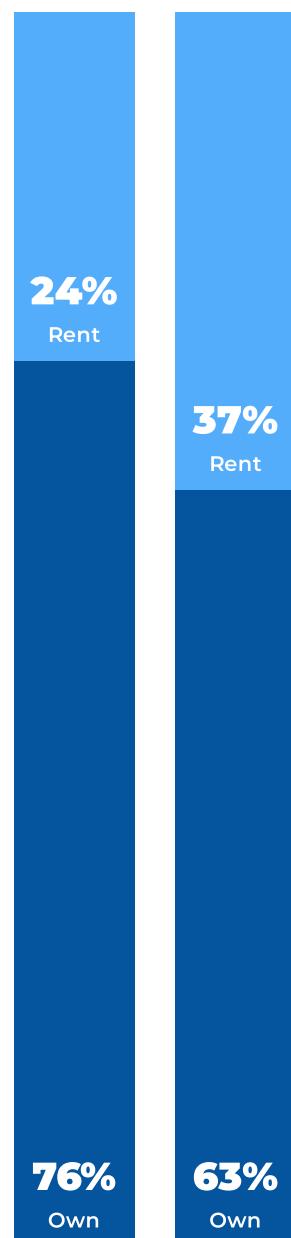
2020 MEDIAN HOME VALUE
\$384,400



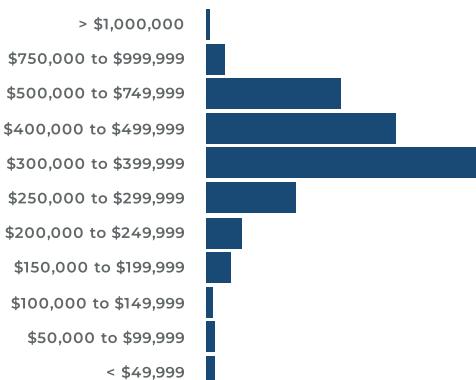
* Data Source: 2020 US Census Bureau
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME OWNERS VS RENTERS

Lake Stevens State Avg.



HOME VALUE DISTRIBUTION

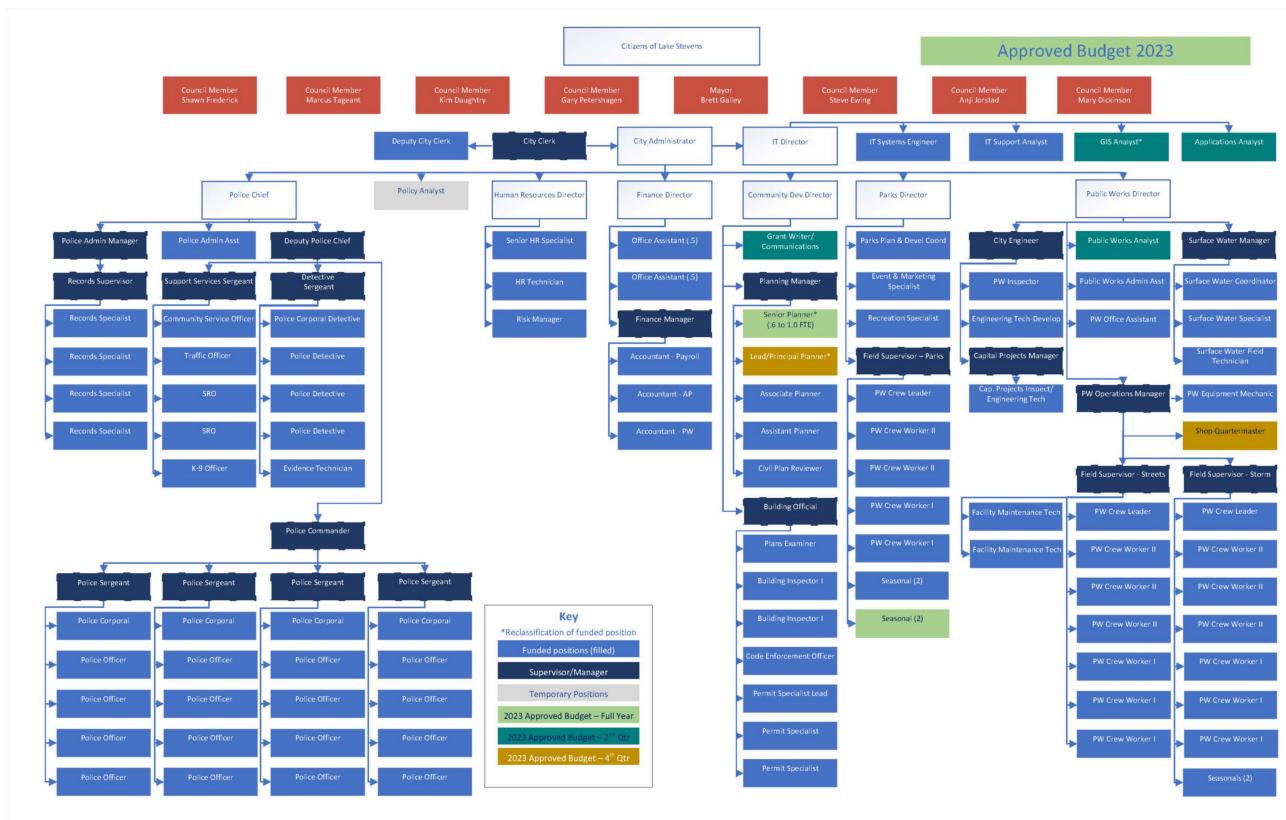


* Data Source: 2020 US Census Bureau
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

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(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.



Organization Chart



Budget Process

In the City of Lake Stevens, annual budgeting begins with a six-year financial forecast and general direction provided by the City Council. The city budget process serves the function of creating a framework to implement the policies set forth by that body to administer the city organization and deliver the various services to the community.

Under the general guidance of the mayor and city administrator, department directors have primary responsibility for formulating budget proposals in line with the mayor and City Council priorities.

The budget document sets forth the city's financial plan for the upcoming fiscal year.



FUNDING SOURCES

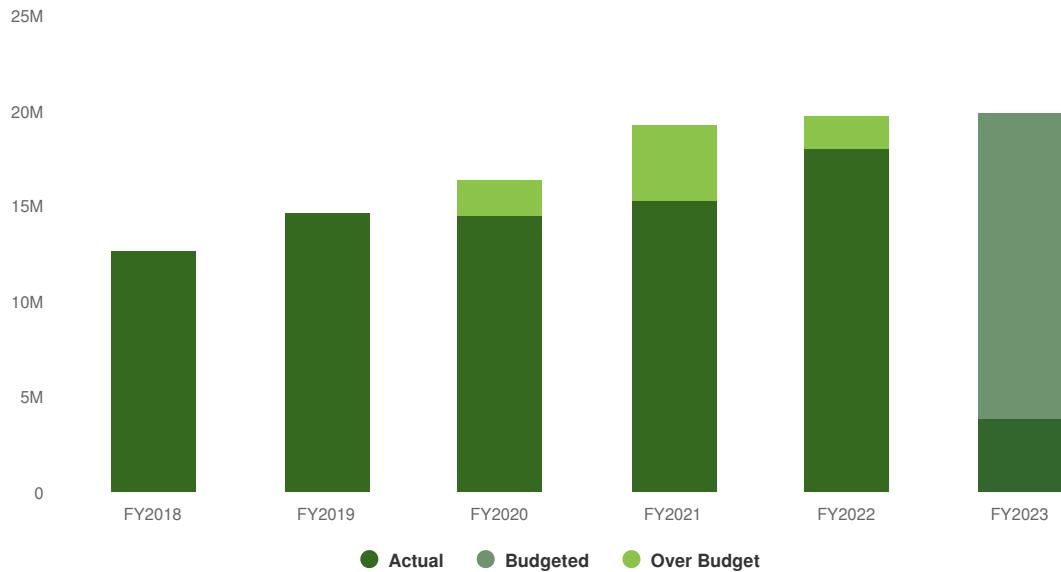
Taxes Summary

\$19,917,243

\$1,894,193

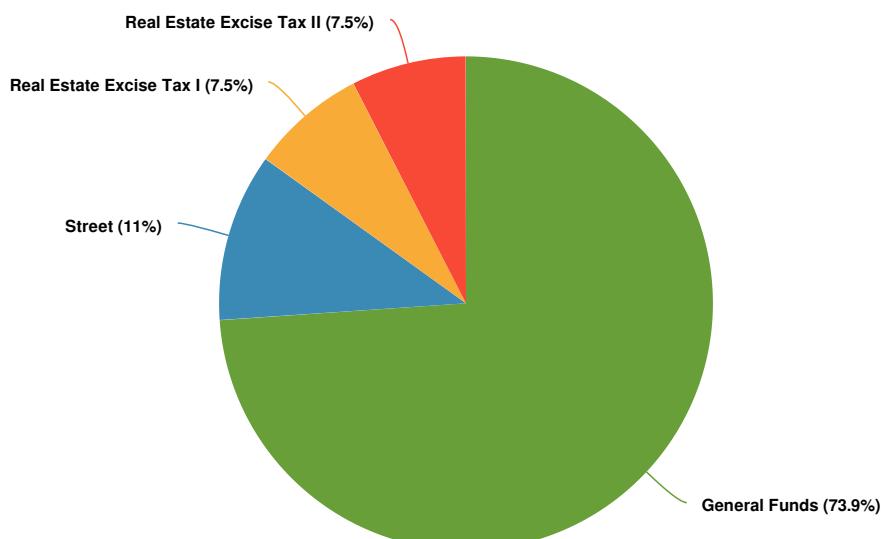
(10.51% vs. prior year)

Taxes Proposed and Historical Budget vs. Actual

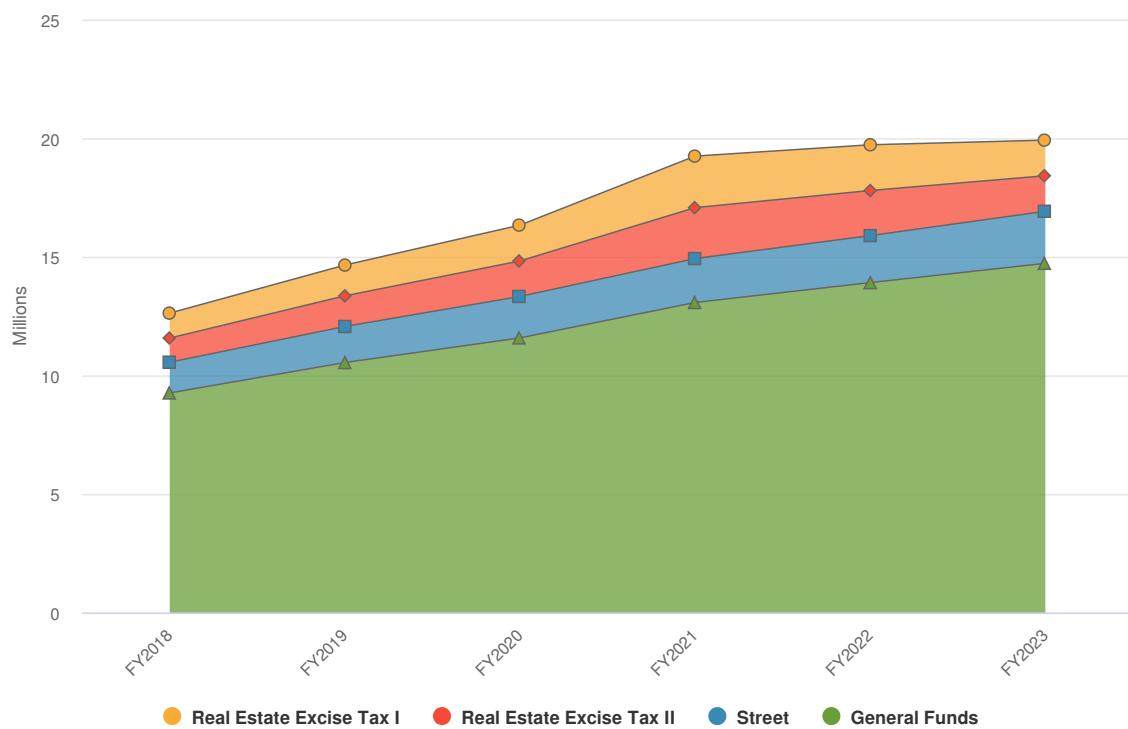


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund



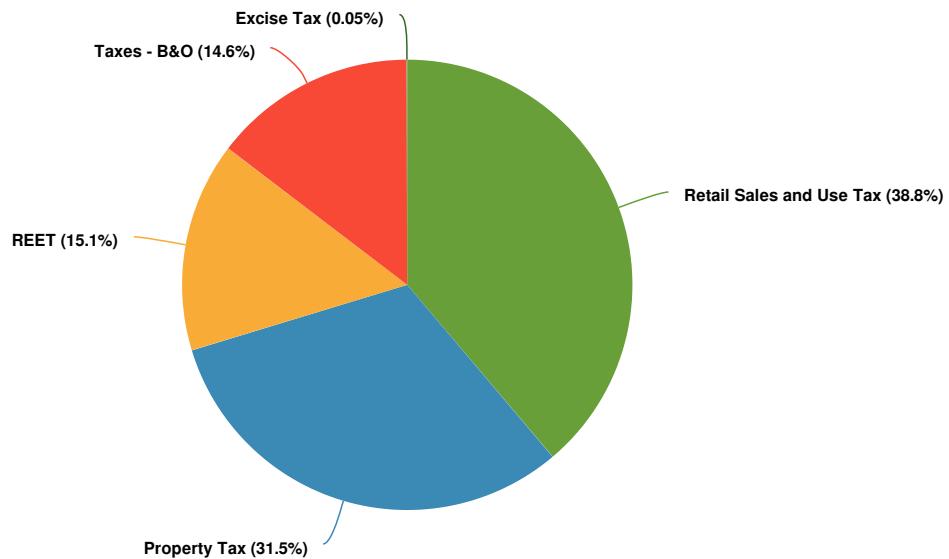
Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
General Funds					
General					
Taxes					
Real & Personal Property Tax	001-000-311-10-00-00	\$4,000,407	\$4,021,000	\$4,513,600	12.3%
Local Retail Sales-Use Tax	001-000-313-11-00-00	\$4,916,572	\$4,600,000	\$5,490,875	19.4%
Construction Sales & Use Tax	001-000-313-11-00-01	\$300,000	\$300,000	\$300,000	0%
Affordable & Sup. Housing	001-000-313-27-00-00	\$36,857	\$46,000	\$46,460	1%
Criminal Justice Sales-Use Tax	001-000-313-71-00-00	\$969,332	\$700,000	\$1,098,175	56.9%
Local Construction Sales Tax	002-000-313-11-00-00	\$1,184,215	\$1,200,000	\$800,000	-33.3%
Utility Tax - Electric	001-000-316-40-00-00	\$1,168,169	\$1,100,000	\$1,270,799	15.5%
Utility Tax - Gas	001-000-316-40-00-01	\$601,759	\$490,000	\$510,889	4.3%
Utility Tax - Telephone	001-000-316-40-00-02	\$237,988	\$240,000	\$239,931	0%
Utility Tax - Water	001-000-316-40-00-03	\$460,250	\$400,000	\$418,258	4.6%

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Gambling Tx - Punch-Pull Tabs	001-000-316-81-00-00	\$25,715	\$17,000	\$25,066	47.4%
Gambling Tx - Amuse Games	001-000-316-83-00-00	\$132	\$50	\$100	100%
Leasehold Excise Tax	001-000-317-20-00-00	\$8,793	\$10,000	\$9,000	-10%
Total Taxes:		\$13,910,189	\$13,124,050	\$14,723,153	12.2%
Total General:		\$13,910,189	\$13,124,050	\$14,723,153	12.2%
Total General Funds:		\$13,910,189	\$13,124,050	\$14,723,153	12.2%
Street					
Taxes					
Real & Personal Property Tax	101-000-311-10-00-00	\$1,555,714	\$1,564,000	\$1,755,289	12.2%
Utility Tax - Garbage	101-000-316-40-00-00	\$425,924	\$335,000	\$438,801	31%
Total Taxes:		\$1,981,638	\$1,899,000	\$2,194,090	15.5%
Total Street:		\$1,981,638	\$1,899,000	\$2,194,090	15.5%
Real Estate Excise Tax I					
Taxes					
REET1-1st Quarter Percent	303-000-318-34-00-00	\$1,928,637	\$1,500,000	\$1,500,000	0%
Total Taxes:		\$1,928,637	\$1,500,000	\$1,500,000	0%
Total Real Estate Excise Tax I:		\$1,928,637	\$1,500,000	\$1,500,000	0%
Real Estate Excise Tax II					
Taxes					
REET2- 2nd Quarter Percent	304-000-318-35-00-00	\$1,901,512	\$1,500,000	\$1,500,000	0%
Total Taxes:		\$1,901,512	\$1,500,000	\$1,500,000	0%
Total Real Estate Excise Tax II:		\$1,901,512	\$1,500,000	\$1,500,000	0%
Total:		\$19,721,976	\$18,023,050	\$19,917,243	10.5%

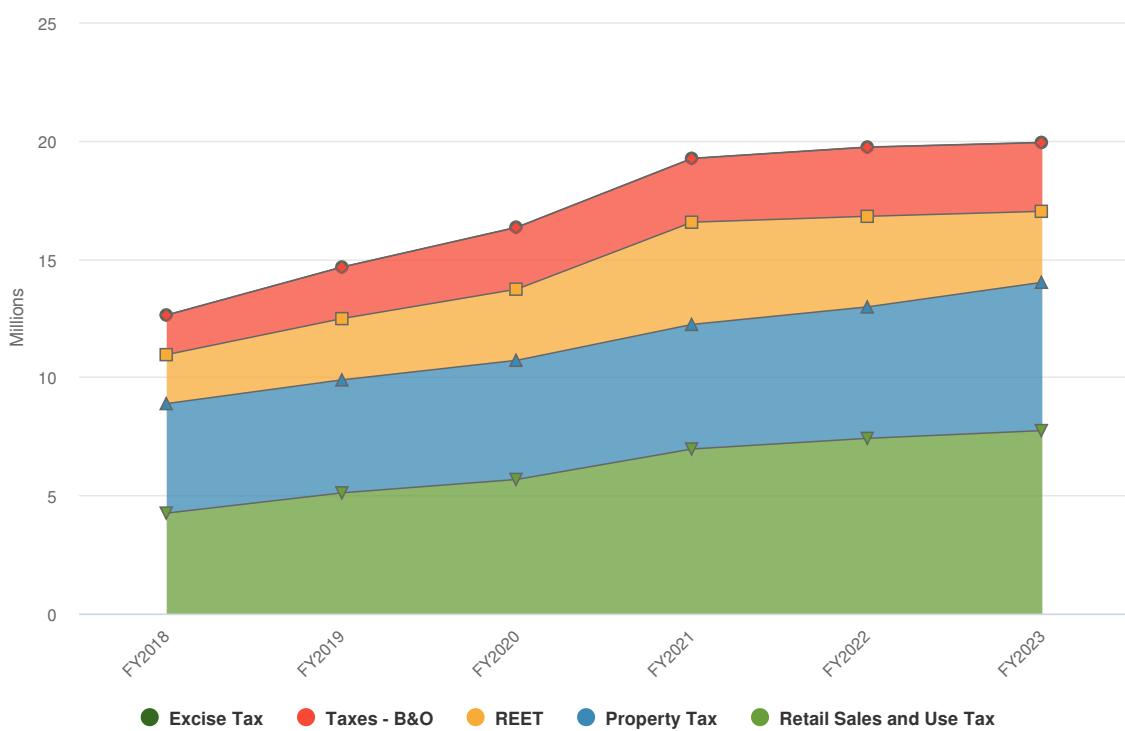


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Revenue Source					

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Taxes					
Property Tax					
Real & Personal Property Tax	001-000-311-10-00-00	\$4,000,407	\$4,021,000	\$4,513,600	12.3%
Real & Personal Property Tax	101-000-311-10-00-00	\$1,555,714	\$1,564,000	\$1,755,289	12.2%
Total Property Tax:		\$5,556,121	\$5,585,000	\$6,268,889	12.2%
Retail Sales and Use Tax					
Local Retail Sales-Use Tax	001-000-313-11-00-00	\$4,916,572	\$4,600,000	\$5,490,875	19.4%
Construction Sales & Use Tax	001-000-313-11-00-01	\$300,000	\$300,000	\$300,000	0%
Affordable & Sup. Housing	001-000-313-27-00-00	\$36,857	\$46,000	\$46,460	1%
Criminal Justice Sales-Use Tax	001-000-313-71-00-00	\$969,332	\$700,000	\$1,098,175	56.9%
Local Construction Sales Tax	002-000-313-11-00-00	\$1,184,215	\$1,200,000	\$800,000	-33.3%
Total Retail Sales and Use Tax:		\$7,406,976	\$6,846,000	\$7,735,510	13%
Taxes - B&O					
Utility Tax - Electric	001-000-316-40-00-00	\$1,168,169	\$1,100,000	\$1,270,799	15.5%
Utility Tax - Gas	001-000-316-40-00-01	\$601,759	\$490,000	\$510,889	4.3%
Utility Tax - Telephone	001-000-316-40-00-02	\$237,988	\$240,000	\$239,931	0%
Utility Tax - Water	001-000-316-40-00-03	\$460,250	\$400,000	\$418,258	4.6%
Gambling Tx - Punch-Pull Tabs	001-000-316-81-00-00	\$25,715	\$17,000	\$25,066	47.4%
Gambling Tx - Amuse Games	001-000-316-83-00-00	\$132	\$50	\$100	100%
Utility Tax - Garbage	101-000-316-40-00-00	\$425,924	\$335,000	\$438,801	31%
Total Taxes - B&O:		\$2,919,937	\$2,582,050	\$2,903,844	12.5%
Excise Tax					
Leasehold Excise Tax	001-000-317-20-00-00	\$8,793	\$10,000	\$9,000	-10%
Total Excise Tax:		\$8,793	\$10,000	\$9,000	-10%
REET					
REET 1-1st Quarter Percent	303-000-318-34-00-00	\$1,928,637	\$1,500,000	\$1,500,000	0%
REET 2- 2nd Quarter Percent	304-000-318-35-00-00	\$1,901,512	\$1,500,000	\$1,500,000	0%



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Total REET:		\$3,830,149	\$3,000,000	\$3,000,000	0%
Total Taxes:		\$19,721,976	\$18,023,050	\$19,917,243	10.5%
Total Revenue Source:		\$19,721,976	\$18,023,050	\$19,917,243	10.5%

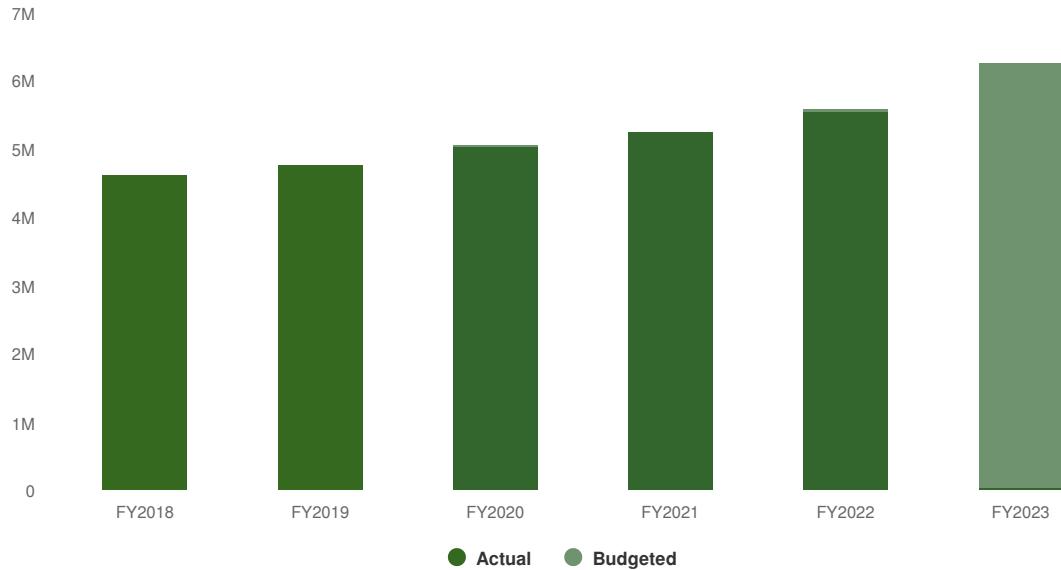


Property Taxes Summary

\$6,268,889 **\$683,889**

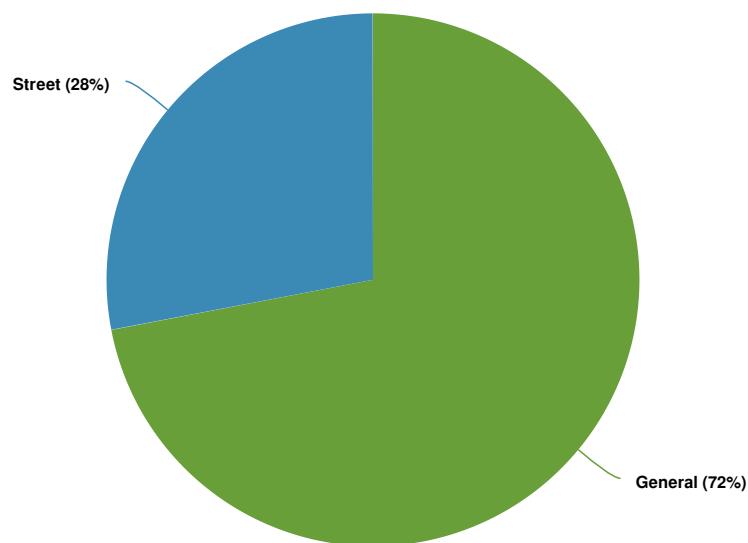
(12.25% vs. prior year)

Property Taxes Proposed and Historical Budget vs. Actual

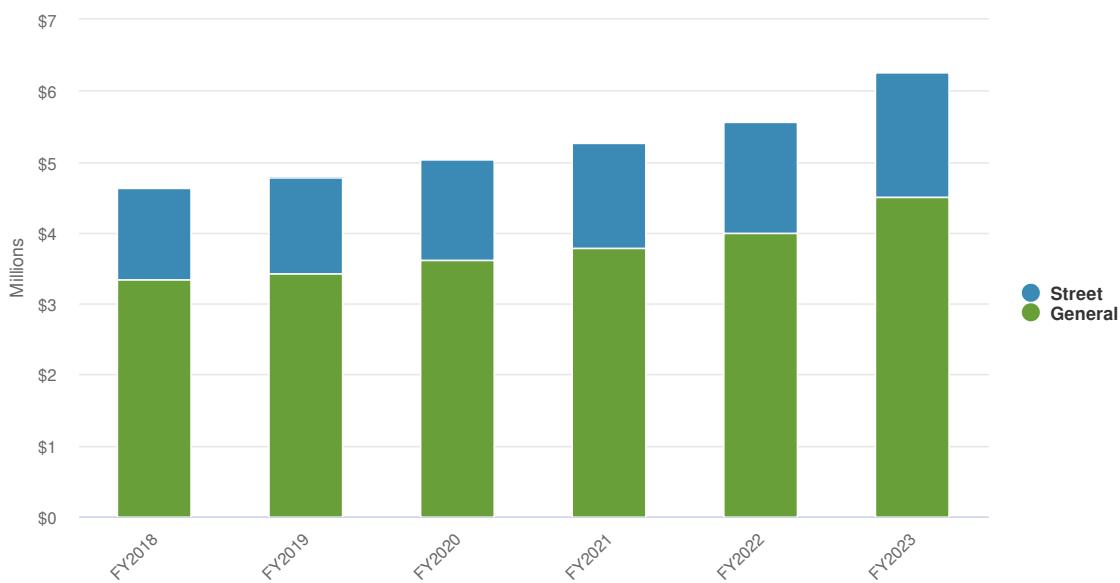


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund

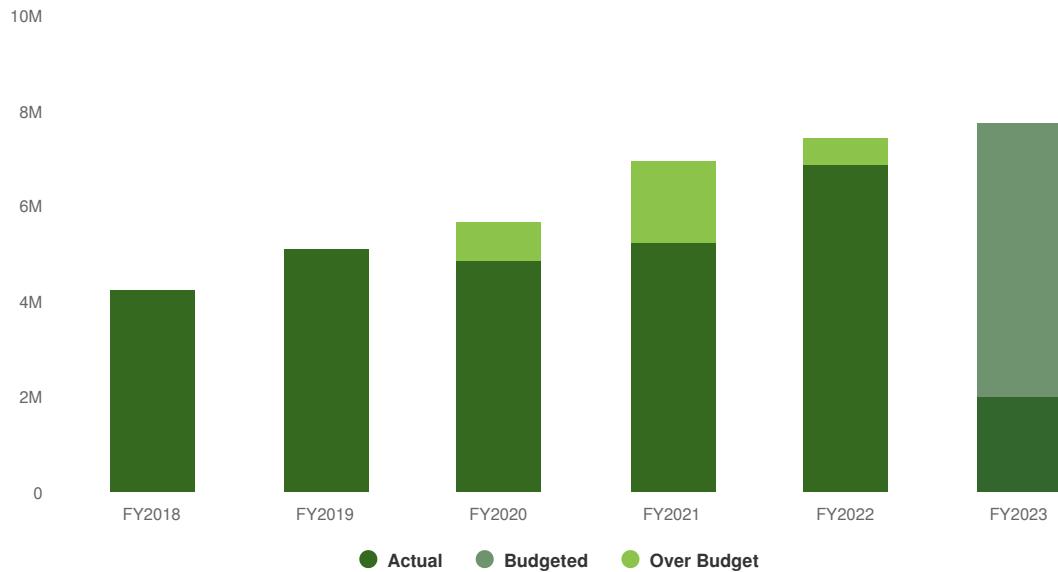


Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
General					
Real & Personal Property Tax	001-000-311-10-00-00	\$4,000,407	\$4,021,000	\$4,513,600	12.3%
Total General:		\$4,000,407	\$4,021,000	\$4,513,600	12.3%
 Street					
Real & Personal Property Tax	101-000-311-10-00-00	\$1,555,714	\$1,564,000	\$1,755,289	12.2%
Total Street:		\$1,555,714	\$1,564,000	\$1,755,289	12.2%
Total:		\$5,556,121	\$5,585,000	\$6,268,889	12.2%

Sales Tax Summary

\$7,735,510 **\$889,510**
(12.99% vs. prior year)

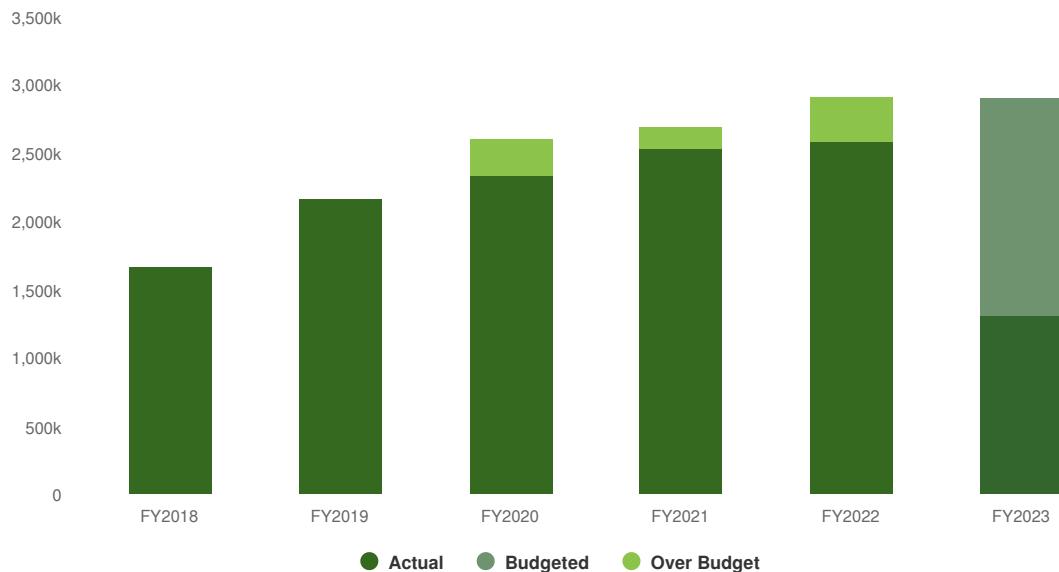
Sales Tax Proposed and Historical Budget vs. Actual



Utility Taxes Summary

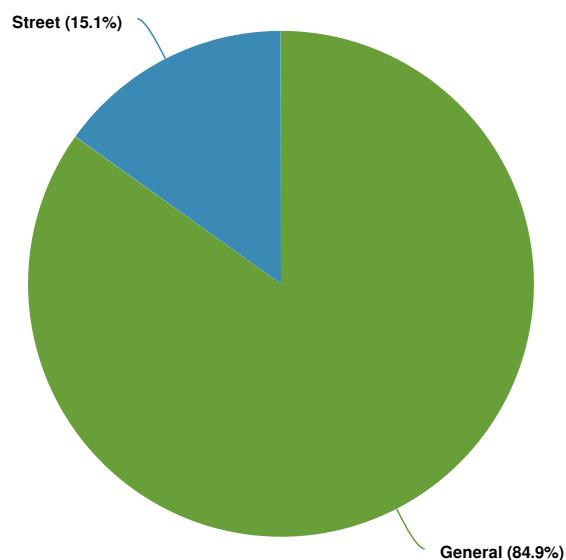
\$2,903,844 **\$321,794**
(12.46% vs. prior year)

Utility Taxes Proposed and Historical Budget vs. Actual

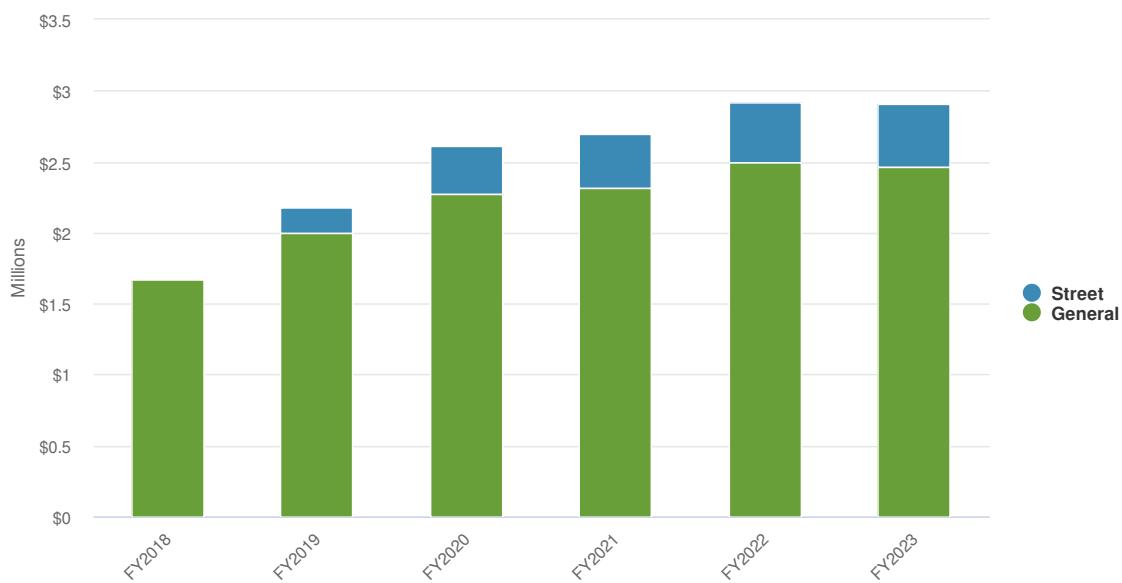


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund

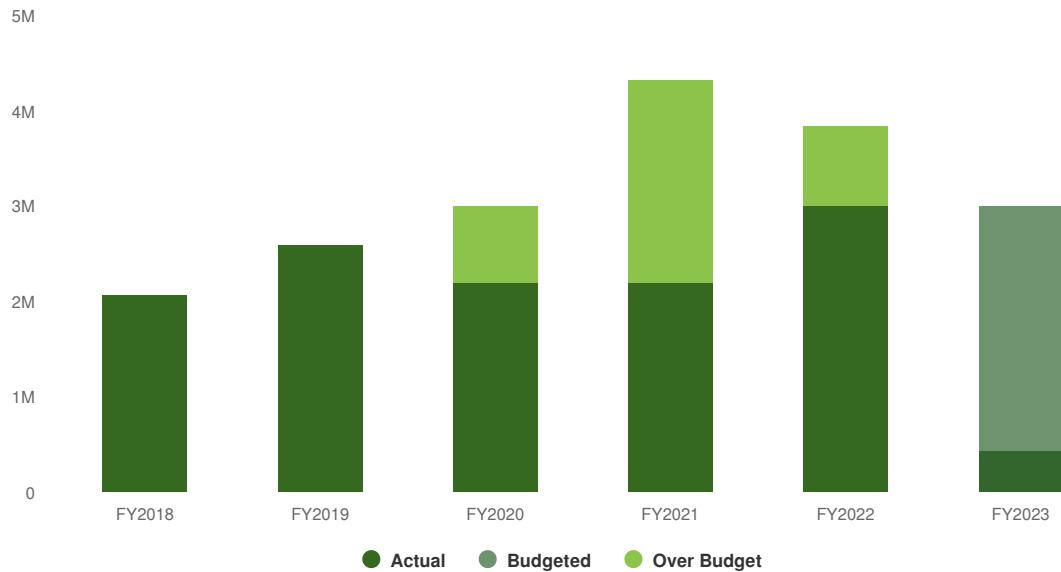


Name	Account ID	FY2021 Actual	FY2021 Budgeted
General			
Taxes			
Utility Tax - Electric	001-000-316-40-00-00	\$1,118,093	\$997,000
Utility Tax - Gas	001-000-316-40-00-01	\$486,938	\$452,000
Utility Tax - Telephone	001-000-316-40-00-02	\$239,271	\$346,000
Utility Tax - Water	001-000-316-40-00-03	\$447,771	\$395,000
Gambling Tx - Punch-Pull Tabs	001-000-316-81-00-00	\$22,286	\$20,000
Gambling Tx - Amuse Games	001-000-316-83-00-00	\$89	\$125
Total Taxes:		\$2,314,448	\$2,210,125
Total General:		\$2,314,448	\$2,210,125
Street			
Taxes			
Utility Tax - Garbage	101-000-316-40-00-00	\$377,591	\$323,000
Total Taxes:		\$377,591	\$323,000
Total Street:		\$377,591	\$323,000
Total:		\$2,692,039	\$2,533,125

Real Estate Excise Tax Summary

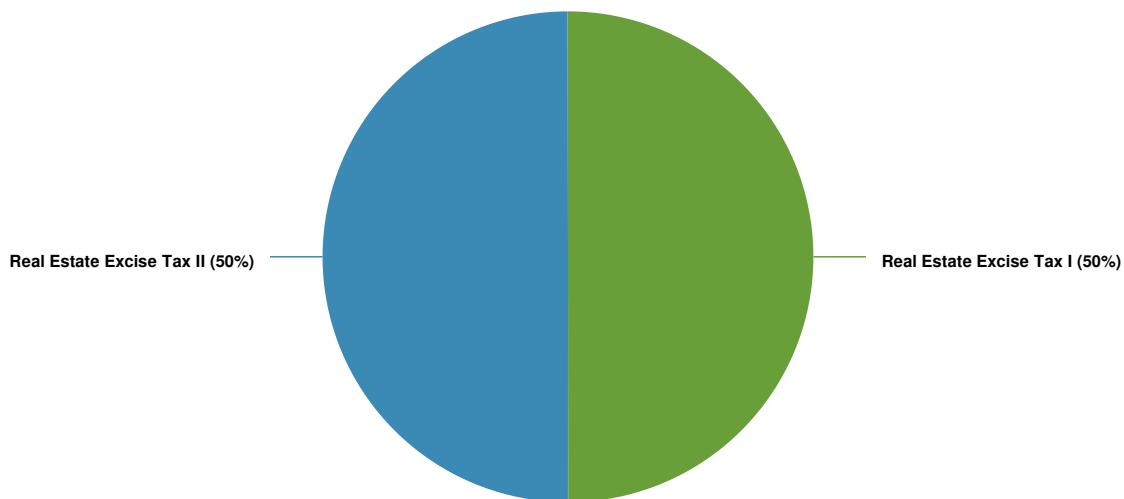
\$3,000,000 **\$0**
(0.00% vs. prior year)

Real Estate Excise Tax Proposed and Historical Budget vs. Actual

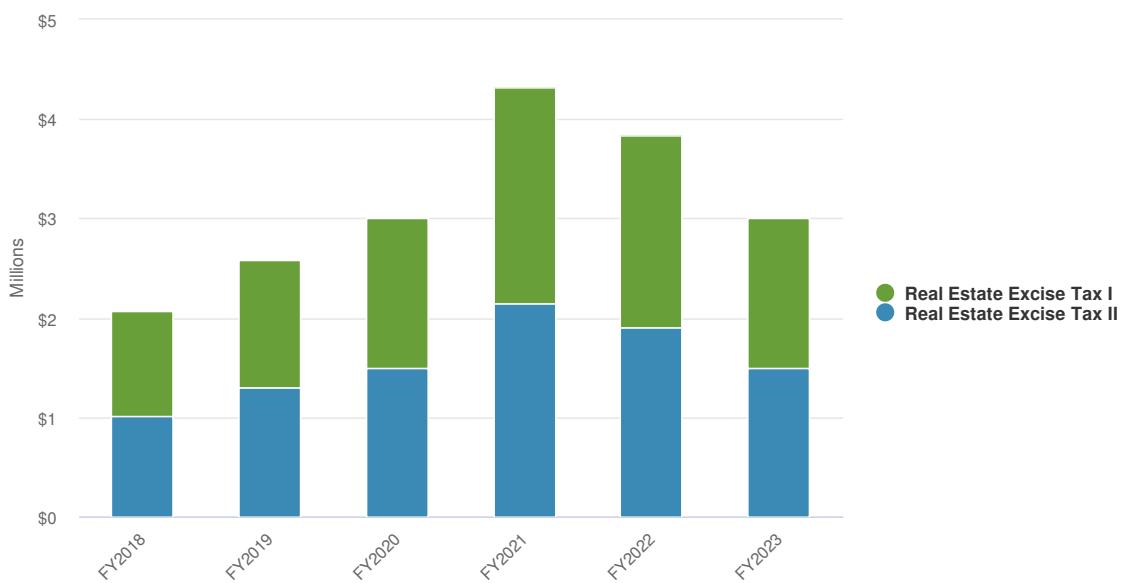


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Real Estate Excise Tax I					
Taxes					
REET1-1st Quarter Percent	303-000-318-34-00-00	\$1,928,637	\$1,500,000	\$1,500,000	0%
Total Taxes:		\$1,928,637	\$1,500,000	\$1,500,000	0%
Total Real Estate Excise Tax I:					
Real Estate Excise Tax II					
Taxes					
REET2-2nd Quarter Percent	304-000-318-35-00-00	\$1,901,512	\$1,500,000	\$1,500,000	0%
Total Taxes:		\$1,901,512	\$1,500,000	\$1,500,000	0%
Total Real Estate Excise Tax II:					
Total:		\$3,830,149	\$3,000,000	\$3,000,000	0%

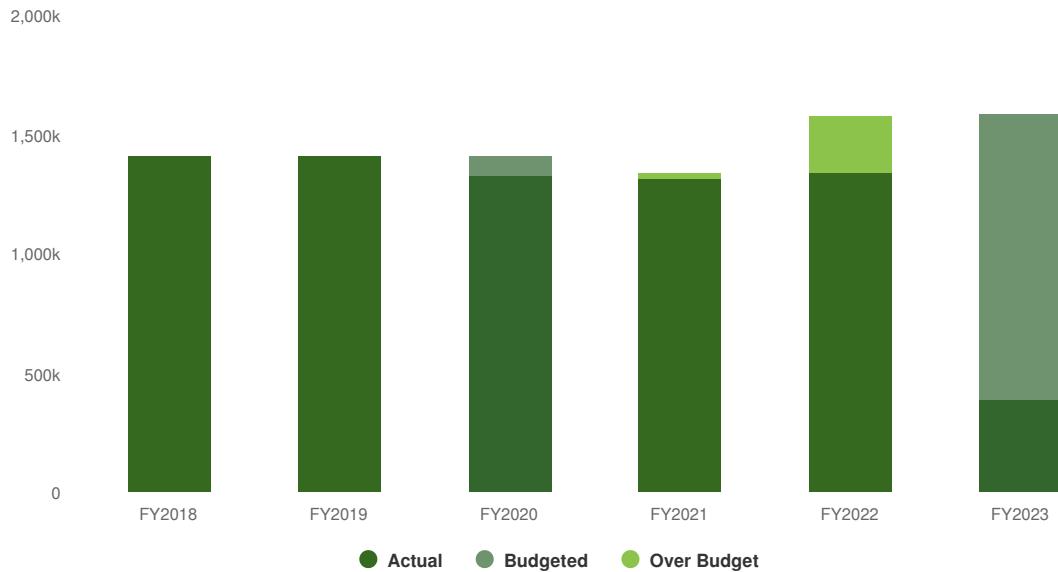
State Shared Revenues Summary

\$1,586,811

\$248,811

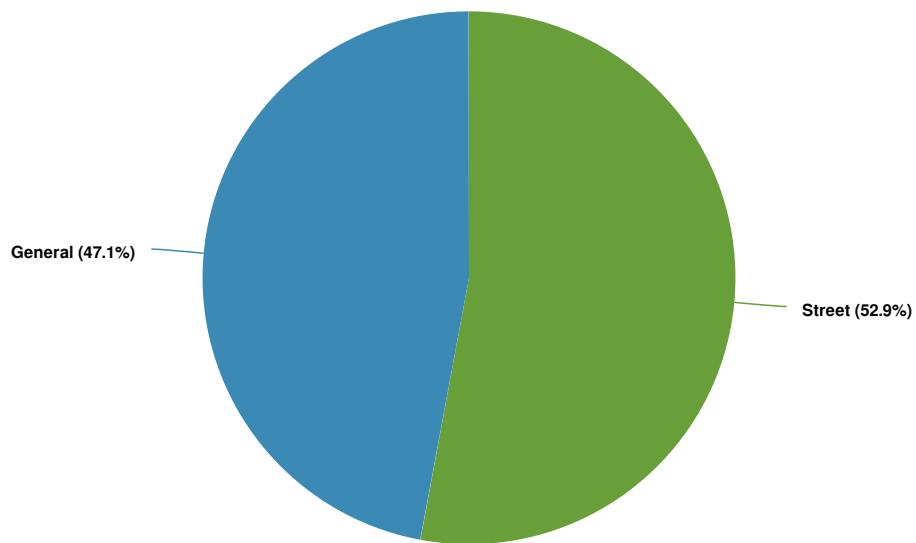
(18.60% vs. prior year)

State Shared Revenues Proposed and Historical Budget vs. Actual

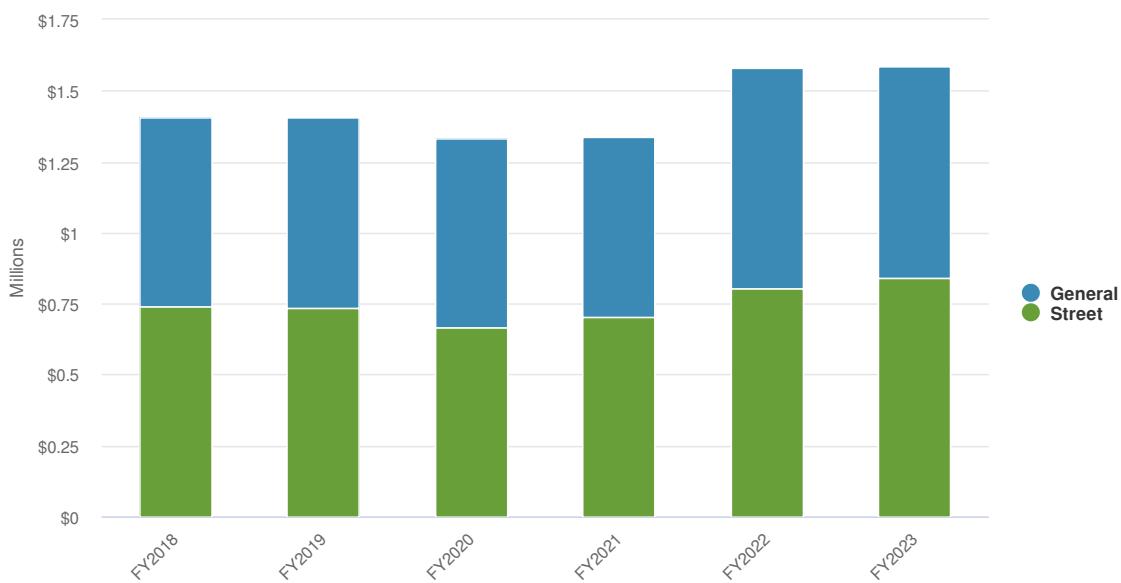


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
General					
Intergovernmental					
Vessel Registration Fees	001-000-336-00-84-00	\$13,525	\$12,000	\$13,660	13.8%
City-County Assistance	001-000-336-00-98-00	\$23,036	\$0	\$0	0%
Crim Jus - Violent Crimes-Pop	001-000-336-06-21-00	\$13,773	\$11,500	\$14,652	27.4%
Crim Jus - Special Programs	001-000-336-06-26-00	\$48,835	\$40,500	\$51,689	27.6%
Marijuana Excise Tax	001-000-336-06-42-00	\$76,664	\$53,000	\$71,807	35.5%
DUI & Other Crim Jus Assist	001-000-336-06-51-00	\$4,589	\$5,500	\$4,398	-20%
Liquor-Beer Excise Tax	001-000-336-06-94-00	\$283,339	\$250,000	\$279,202	11.7%
Liquor Control Board Profits	001-000-336-06-95-00	\$310,809	\$269,700	\$311,355	15.4%
Total Intergovernmental:		\$774,570	\$642,200	\$746,763	16.3%
Total General:		\$774,570	\$642,200	\$746,763	16.3%
Street					
Intergovernmental					
Multimodal Transportation	101-000-336-00-71-00	\$52,783	\$45,800	\$52,910	15.5%
MVFT - City Streets	101-000-336-00-87-00	\$752,148	\$650,000	\$787,138	21.1%
Total Intergovernmental:		\$804,931	\$695,800	\$840,048	20.7%

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Total Street:		\$804,931	\$695,800	\$840,048	20.7%
Total:		\$1,579,501	\$1,338,000	\$1,586,811	18.6%

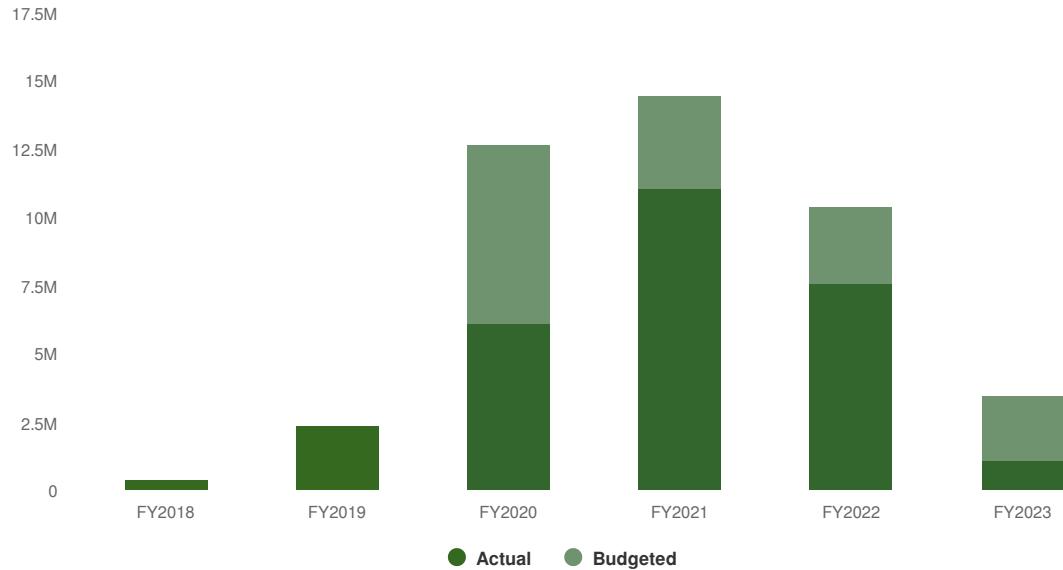


Grants Summary

\$3,451,198 **-\$6,943,726**

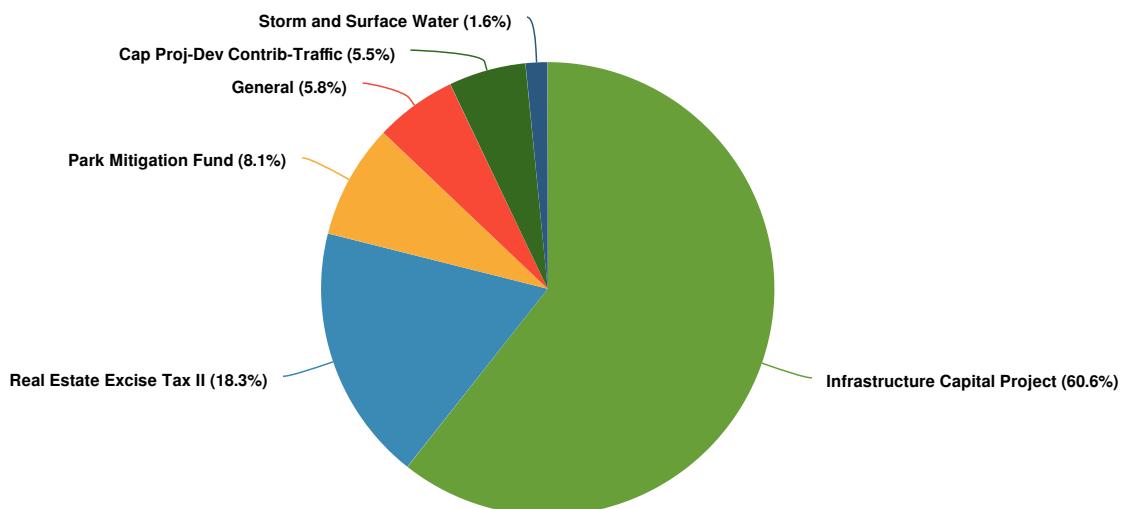
(-66.80% vs. prior year)

Grants Proposed and Historical Budget vs. Actual

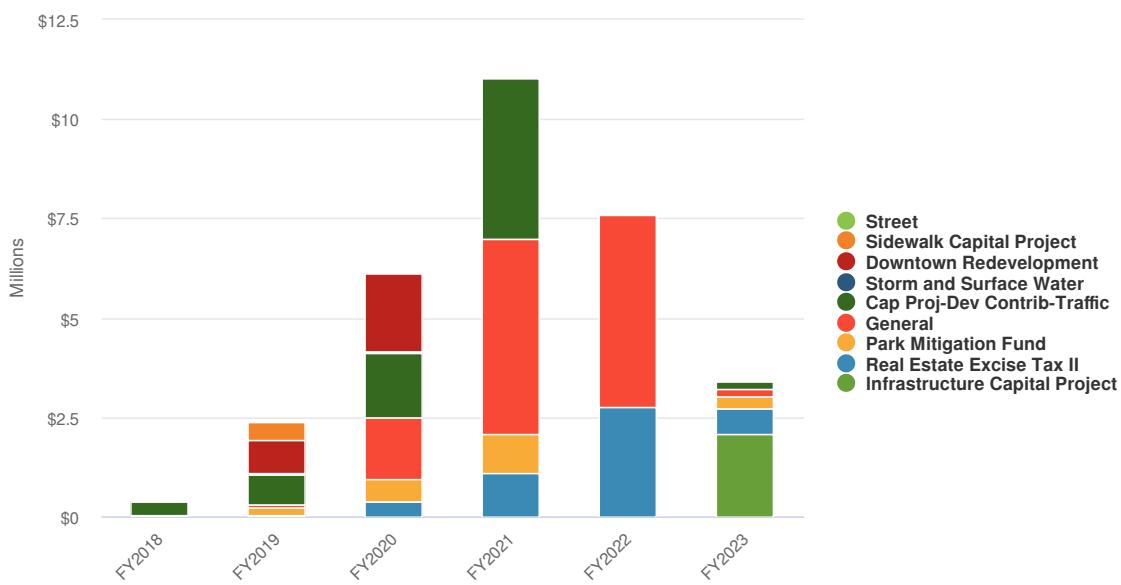


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund

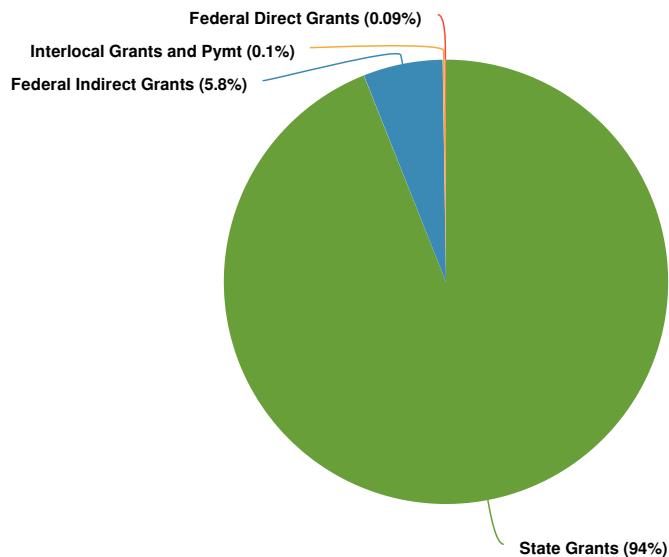


Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
General					
Intergovernmental					
DOJ Fed Dir 16.607 BPV Grant	001-000-331-16-60-70	\$6,883	\$3,000	\$3,000	0%
Equitable sharing program - DOJ	001-000-331-16-92-20	\$3,500	\$0	\$0	0%
ARPA - LFR Funds	004-000-332-92-10-19	\$4,737,717	\$4,737,714	\$0	-100%
DOT Fed Ind 20.600 Hwy Safety	001-000-333-20-60-00	\$2,038	\$3,000	\$0	-100%
DHS Fed Ind 97.012 Boat Safety	001-000-333-97-01-21	\$16,689	\$0	\$10,000	N/A
LE - CJTC Grant	001-000-334-01-10-00			\$19,135	N/A
WA OPD - Social Worker	001-000-334-01-20-00	\$7,200	\$18,000	\$7,200	-60%
DOE - Ecology Grant	001-000-334-03-10-00			\$30,000	N/A
State Commerce - Grants	001-000-334-04-20-00	\$47,500	\$180,000	\$132,500	-26.4%
Total Intergovernmental:		\$4,821,527	\$4,941,714	\$201,835	-95.9%
Total General:		\$4,821,527	\$4,941,714	\$201,835	-95.9%
Cap Proj-Dev Contrib-Traffic					
Intergovernmental					
FHWA/PSRC Main Street Grant	301-000-333-20-20-50	\$0	\$0	\$190,000	N/A
Total Intergovernmental:		\$0	\$0	\$190,000	N/A

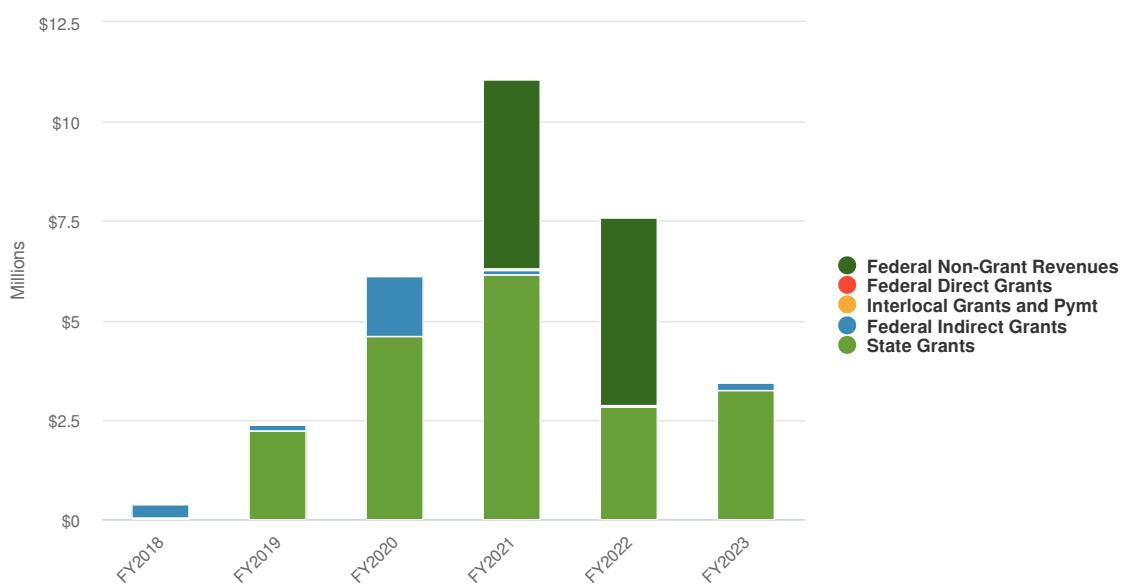
Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Total Cap Proj-Dev Contrib-Traffic:		\$0	\$0	\$190,000	N/A
Park Mitigation Fund					
Intergovernmental					
State Commerce -DT Grant	302-000-334-04-20-01	\$0	\$0	\$276,245	N/A
Snohomish County SCPP Grants	302-000-337-00-00-00	\$0	\$0	\$5,000	N/A
Total Intergovernmental:		\$0	\$0	\$281,245	N/A
Total Park Mitigation Fund:		\$0	\$0	\$281,245	N/A
Real Estate Excise Tax II					
Intergovernmental					
RCO - Eagle Ridge Grant	304-000-334-02-70-00	\$0	\$428,210	\$428,210	0%
TIB - 17005 24th/91st	304-000-334-03-80-00	\$885,140	\$3,000,000	\$22,366	-99.3%
Commerce - Festival Street Grt	304-000-334-04-20-01	\$1,876,971	\$2,000,000	\$181,028	-90.9%
Total Intergovernmental:		\$2,762,111	\$5,428,210	\$631,604	-88.4%
Total Real Estate Excise Tax II:		\$2,762,111	\$5,428,210	\$631,604	-88.4%
Infrastructure Capital Project					
Intergovernmental					
TIB - Grant	307-000-334-03-80-00	\$0	\$0	\$2,092,494	N/A
Total Intergovernmental:		\$0	\$0	\$2,092,494	N/A
Total Infrastructure Capital Project:		\$0	\$0	\$2,092,494	N/A
Storm and Surface Water					
Intergovernmental					
DOE - Capacity Grants	410-000-334-03-10-11	\$20,980	\$25,000	\$54,020	116.1%
Total Intergovernmental:		\$20,980	\$25,000	\$54,020	116.1%
Total Storm and Surface Water:		\$20,980	\$25,000	\$54,020	116.1%
Total:		\$7,604,618	\$10,394,924	\$3,451,198	-66.8%

Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Revenue Source					
Intergovernmental					
Federal Direct Grants					
DOJ Fed Dir 16.607 BPV Grant	001-000-331-16-60-70	\$6,883	\$3,000	\$3,000	0%

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)
Equitable sharing program - DOJ	001-000-331-16-92-20	\$3,500	\$0	\$0	0%
Total Federal Direct Grants:		\$10,383	\$3,000	\$3,000	0%
Federal Non-Grant Revenues					
ARPA - LFR Funds	004-000-332-92-10-19	\$4,737,717	\$4,737,714	\$0	-100%
Total Federal Non-Grant Revenues:		\$4,737,717	\$4,737,714	\$0	-100%
Federal Indirect Grants					
DOT Fed Ind 20.600 Hwy Safety	001-000-333-20-60-00	\$2,038	\$3,000	\$0	-100%
DHS Fed Ind 97.012 Boat Safety	001-000-333-97-01-21	\$16,689	\$0	\$10,000	N/A
FHWA/PSRC Main Street Grant	301-000-333-20-20-50	\$0	\$0	\$190,000	N/A
Total Federal Indirect Grants:		\$18,727	\$3,000	\$200,000	6,566.7%
State Grants					
LE - CJTC Grant	001-000-334-01-10-00			\$19,135	N/A
WA OPD - Social Worker	001-000-334-01-20-00	\$7,200	\$18,000	\$7,200	-60%
DOE - Ecology Grant	001-000-334-03-10-00			\$30,000	N/A
State Commerce - Grants	001-000-334-04-20-00	\$47,500	\$180,000	\$132,500	-26.4%
State Commerce - DT Grant	302-000-334-04-20-01	\$0	\$0	\$276,245	N/A
RCO - Eagle Ridge Grant	304-000-334-02-70-00	\$0	\$428,210	\$428,210	0%
TIB - 17005 24th/91st	304-000-334-03-80-00	\$885,140	\$3,000,000	\$22,366	-99.3%
Commerce - Festival Street Grt	304-000-334-04-20-01	\$1,876,971	\$2,000,000	\$181,028	-90.9%
TIB - Grant	307-000-334-03-80-00	\$0	\$0	\$2,092,494	N/A
DOE - Capacity Grants	410-000-334-03-10-11	\$20,980	\$25,000	\$54,020	116.1%
Total State Grants:		\$2,837,791	\$5,651,210	\$3,243,198	-42.6%
Interlocal Grants and Pymt					
Snohomish County SCPP Grants	302-000-337-00-00-00	\$0	\$0	\$5,000	N/A
Total Interlocal Grants and Pymt:		\$0	\$0	\$5,000	N/A
Total Intergovernmental:		\$7,604,618	\$10,394,924	\$3,451,198	-66.8%
Total Revenue Source:		\$7,604,618	\$10,394,924	\$3,451,198	-66.8%



DEPARTMENTS

Legislative and Executive

The City's executive, legislative and policy-making body is the City Council, composed of seven Council members who are elected to serve staggered four-year terms. The Mayor is elected at large for a term of four years and serves as full-time chief executive.

The current City Council members and their terms of office are listed in the following table:

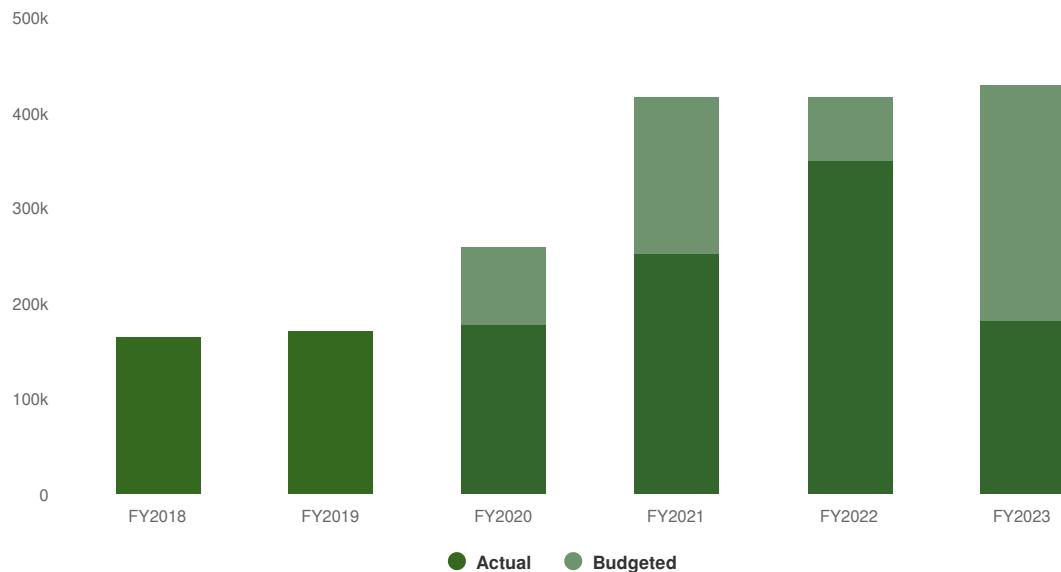
Elected Official	Position	Term Expires (12/31)
Brett Gailey	Mayor	2023
Kim Daughtry	Council Member	2025
Gary Petershagen	Council Member	2025
Ryan Donoghue	Council Member	2023
Mary Dickinson	Council Member	2023
Anji Jorstad	Council Member	2023
Steve Ewing	Council Member	2025
Marcus Tageant	Council Member	2025

Expenditures Summary

\$429,109 **\$13,034**

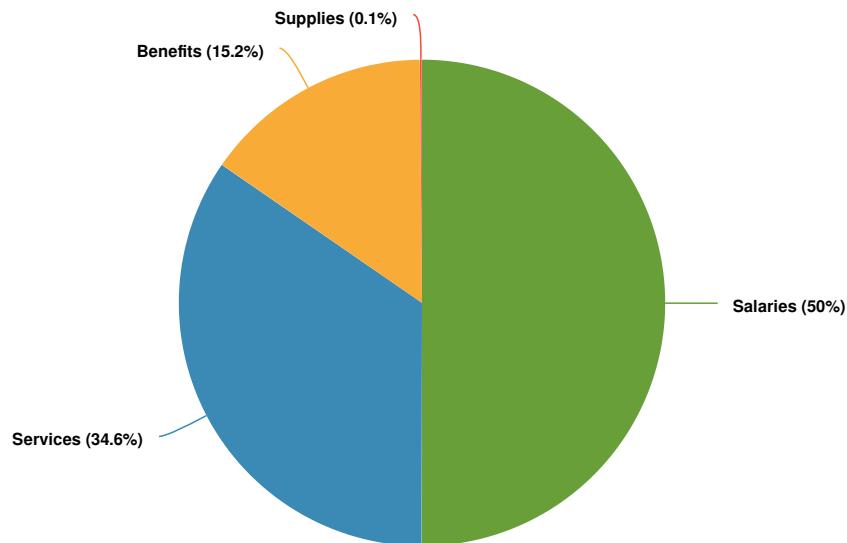
(3.13% vs. prior year)

Legislative and Executive Proposed and Historical Budget vs. Actual

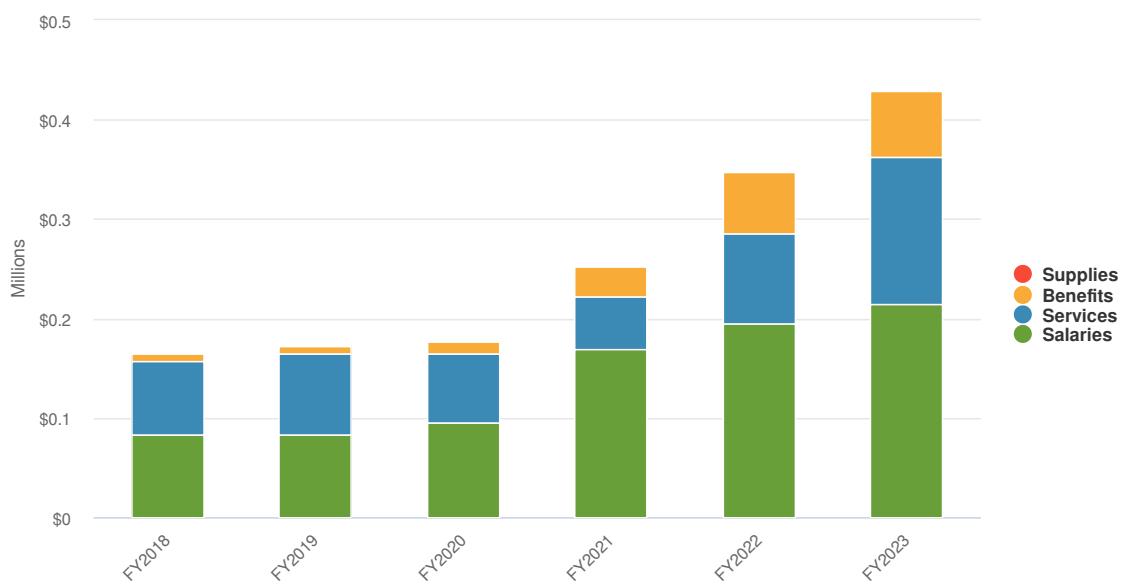


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



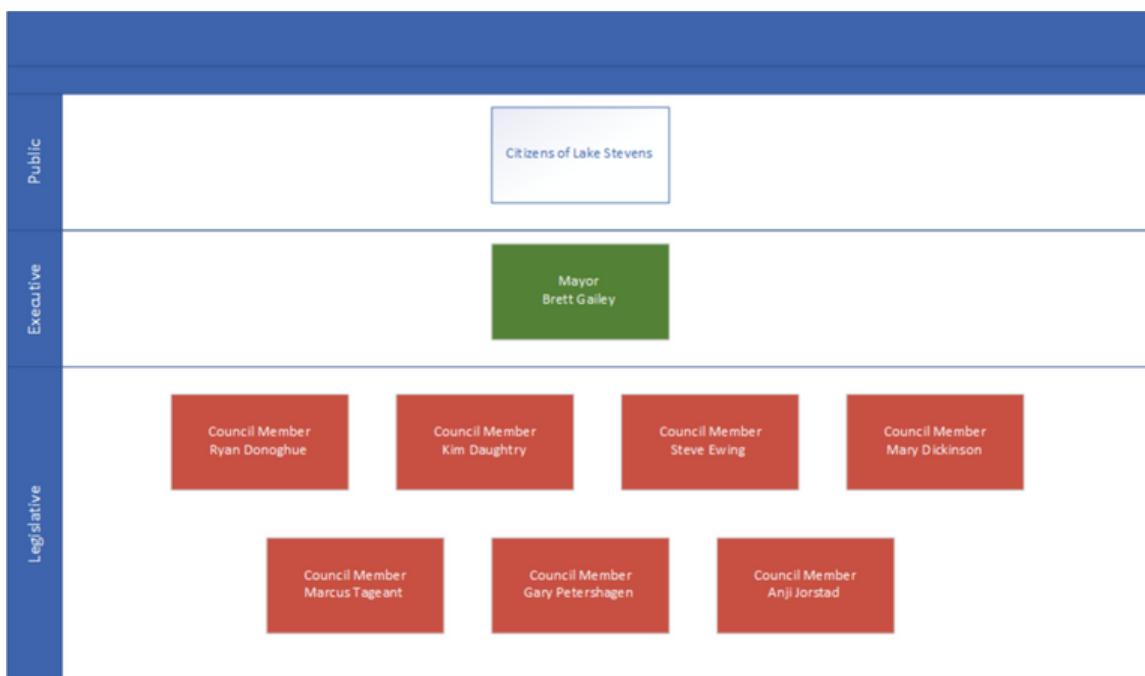
Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries						

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
Legislative - Salaries	001-001-511-60-11-00	\$66,839	\$81,000	\$79,083	-2.4%	
Executive - Salaries	001-001-513-10-11-00	\$127,629	\$126,500	\$134,791	6.6%	
EX-Overtime	001-001-513-10-12-00	\$786	\$0	\$856	N/A	
Total Salaries:		\$195,254	\$207,500	\$214,730	3.5%	
Benefits						
Legislative - Benefits	001-001-511-60-20-00	\$246	\$100	\$172	72%	
Legislative - Social Security	001-001-511-60-21-00	\$5,112	\$5,000	\$6,050	21%	
Legislative - Workers Comp	001-001-511-60-24-00	\$149	\$200	\$253	26.5%	
Executive - Benefits	001-001-513-10-20-00	\$32,860	\$10,600	\$34,048	221.2%	
Executive - Social Security	001-001-513-10-21-00	\$9,664	\$9,700	\$10,312	6.3%	
Executive - Retirement	001-001-513-10-22-00	\$13,363	\$13,100	\$14,170	8.2%	
Executive - Workers Comp	001-001-513-10-24-00	\$367	\$350	\$373	6.6%	
Total Benefits:		\$61,761	\$39,050	\$65,378	67.4%	
Supplies						
Legislative - Operating Costs	001-001-511-60-31-00	\$661	\$400	\$400	0%	
Executive - Supplies	001-001-513-10-31-00	\$140	\$200	\$200	0%	
Total Supplies:		\$801	\$600	\$600	0%	
Services						
Legislative - Communication	001-001-511-60-42-00	\$3,935	\$4,500	\$4,500	0%	
Legislative - Travel & Mtgs	001-001-511-60-43-00	\$15,213	\$20,000	\$20,000	0%	
Legislative - Prof. Developmen	001-001-511-60-49-01	\$5,205	\$5,000	\$5,000	0%	
Legislative - C.C.Retreat	001-001-511-60-49-02	\$3,428	\$5,000	\$15,000	200%	
Executive - Prof Services	001-001-513-10-40-00	\$0	\$7,500	\$7,500	0%	
Executive - Communication	001-001-513-10-42-00	\$549	\$600	\$558	-7%	
Executive - Travel & Mtgs	001-001-513-10-43-00	\$8,013	\$4,400	\$10,000	127.3%	
Executive - Miscellaneous	001-001-513-10-49-00	\$200	\$100	\$343	243%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
Executive - Prof. Development	001-001-513-10-49-01	\$4,437	\$1,325	\$5,000	277.4%	
Executive - Board/Staff Apprec	001-001-513-10-49-05	\$0	\$500	\$500	0%	
Legislative - Election Costs	001-001-514-40-40-00	\$9,664	\$75,000	\$35,000	-53.3%	
Legislative - Voter Reg Fees	001-001-514-90-40-00	\$40,134	\$45,000	\$45,000	0%	
Total Services:		\$90,778	\$168,925	\$148,401	-12.1%	
Total Expense Objects:		\$348,594	\$416,075	\$429,109	3.1%	

Organizational Chart



Administration



Gene Brazel
City Administrator

The Administration Department is responsible for assisting in the coordination of activities and services the City provides to its customers and assists in the translation of Mayor/Council goals and policies into action.

The major responsibility of the Administration Department is the coordination and supervision of the work of all other departments. Additional responsibilities include, contract negotiations and management; participation with other departments in the pursuit of grant funds; preparing regular and special management reports; processing citizen inquiries and service requests; and working with other regional governments.

Administration of the City is performed under the direction of the City Administrator. The City Administrator is hired by, is responsible to, and serves at the pleasure of the Mayor as confirmed by the City Council. City officials are appointed by the City Administrator.

Gene Brazel has been the City Administrator of the City of Lake Stevens since January 1, 2017. Prior to being hired by the City, Mr. Brazel had numerous leadership positions at the City of Monroe, Washington, including serving as the City Administrator for 7 years. Mr. Brazel has 32 years of municipal government experience. Mr. Brazel is responsible for coordinating and directing all City operations, projects and programs, and administering all policies and laws adopted by the City Council on behalf of the Mayor.

Organizational Chart

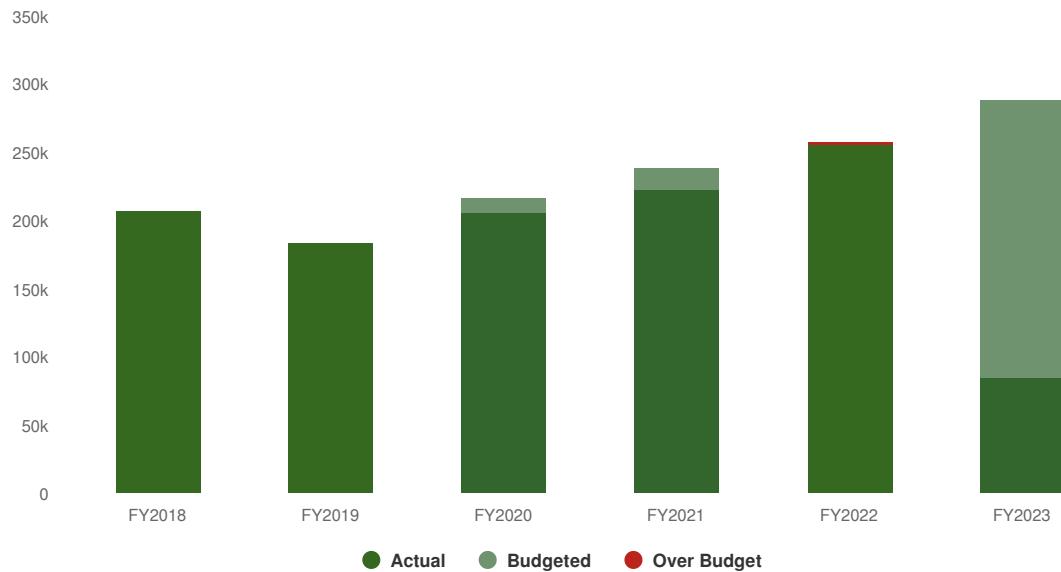


Expenditures Summary

\$288,386 **\$33,378**
(13.09% vs. prior year)

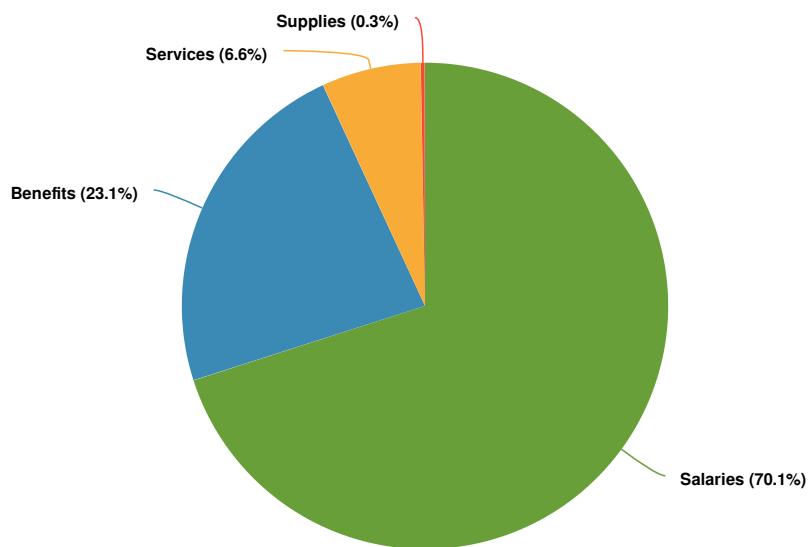


Administration Proposed and Historical Budget vs. Actual

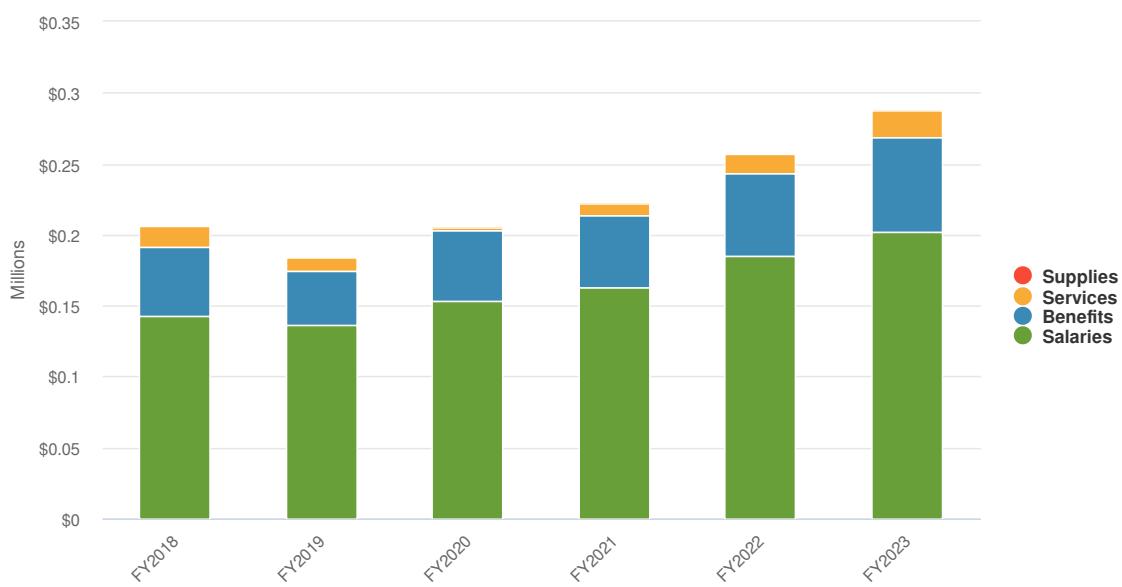


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries						
AD-Salaries	001-002-513-11-11-00	\$183,848	\$181,608	\$201,262	10.8%	
AD-Overtime	001-002-513-11-12-00	\$786	\$1,000	\$789	-21.1%	
Total Salaries:		\$184,634	\$182,608	\$202,051	10.6%	
Benefits						
AD-Benefits	001-002-513-11-20-00	\$20,590	\$20,000	\$18,661	-6.7%	
AD-Social Security	001-002-513-11-21-00	\$10,731	\$13,300	\$15,397	15.8%	
AD-Retirement	001-002-513-11-22-00	\$26,478	\$26,000	\$32,122	23.5%	
AD-Workers Comp	001-002-513-11-24-00	\$263	\$300	\$301	0.3%	
Total Benefits:		\$58,062	\$59,600	\$66,481	11.5%	
Supplies						
AD-Office Supply	001-002-513-11-31-00	\$392	\$800	\$800	0%	
Total Supplies:		\$392	\$800	\$800	0%	
Services						

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
AD-Professional Services	001-002-513-11-41-00	\$0	\$500	\$500	0%	
AD-Communications	001-002-513-11-42-00	\$1,458	\$1,300	\$1,554	19.5%	
AD-Travel & Meetings	001-002-513-11-43-00	\$8,632	\$5,700	\$10,000	75.4%	
AD-Staff Development	001-002-513-11-49-00	\$2,636	\$2,500	\$5,000	100%	
AD-Miscellaneous	001-002-513-11-49-01	\$1,880	\$2,000	\$2,000	0%	
Total Services:		\$14,606	\$12,000	\$19,054	58.8%	
Total Expense Objects:		\$257,694	\$255,008	\$288,386	13.1%	



City Clerk

The City Clerk's Office serves the Mayor and the City Council, all administrative departments, and the public. This office is called upon to provide information about the community, maintain the record of ordinances and laws of the city, prepare and distribute City Council agenda materials, and attend City Council meetings and prepare the official minutes of actions taken. The City Clerk's office processes contracts, deeds, and easements. Appointments to volunteer boards and commissions are also coordinated through this office, and staff supports the various boards and commissions by attending meetings and preparing minutes.

About the City Clerk's Office

The City Clerk's Office is comprised of two employees, Kelly Chelin, City Clerk, and Caitlin Weaver, Deputy City Clerk. It might not sound very exciting to some, but in the City Clerk's office they love records and they kind of have to because they are responsible for A LOT of paper and official records. It's very important that all records are filed, stored, and maintained. For example, this department accurately recording and preserving the actions of the City Council, safeguard vital, historic, and permanent records of the City. Oftentimes, the City Clerk's office is seen as a general information center for the public by making all of these records accessible to the public. All public records requests start in the City Clerk's office, although you can find a lot of information on the City's website.

"I really enjoy being a City Clerk. I think of the clerk role as the center of government and serves as the direct link between city residents and the government." – Kelly Chelin, City Clerk

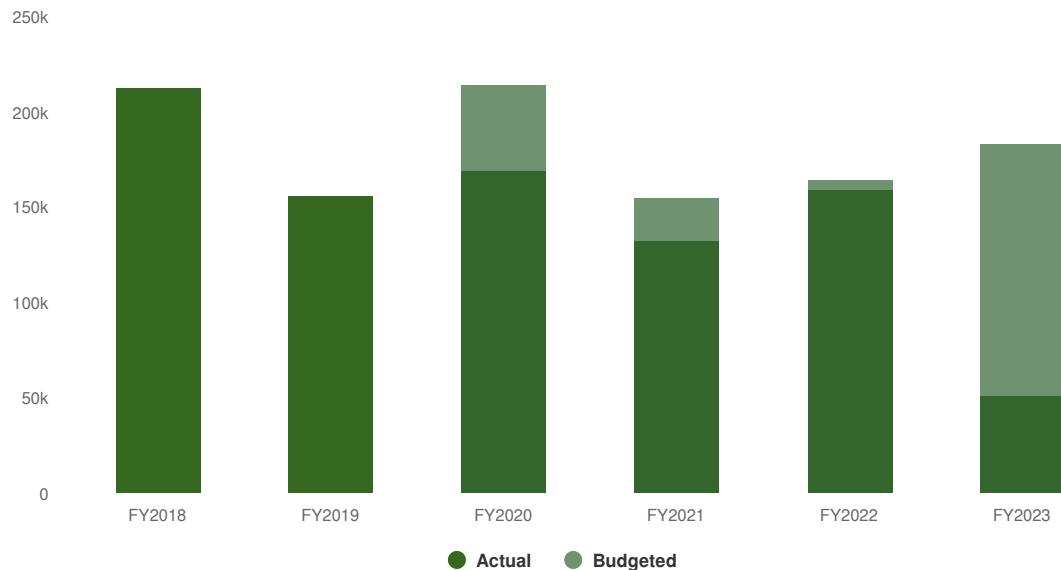


Expenditures Summary

\$183,360 **\$18,817**
(11.44% vs. prior year)

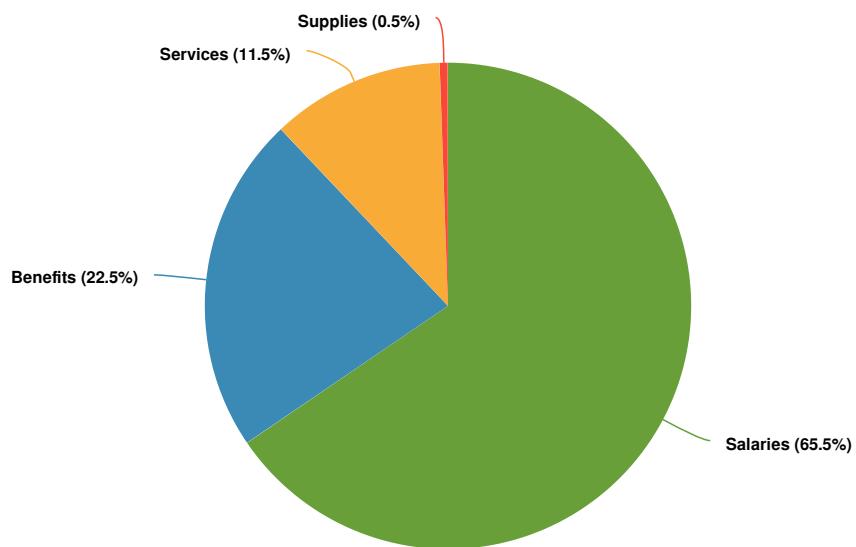


City Clerk Proposed and Historical Budget vs. Actual

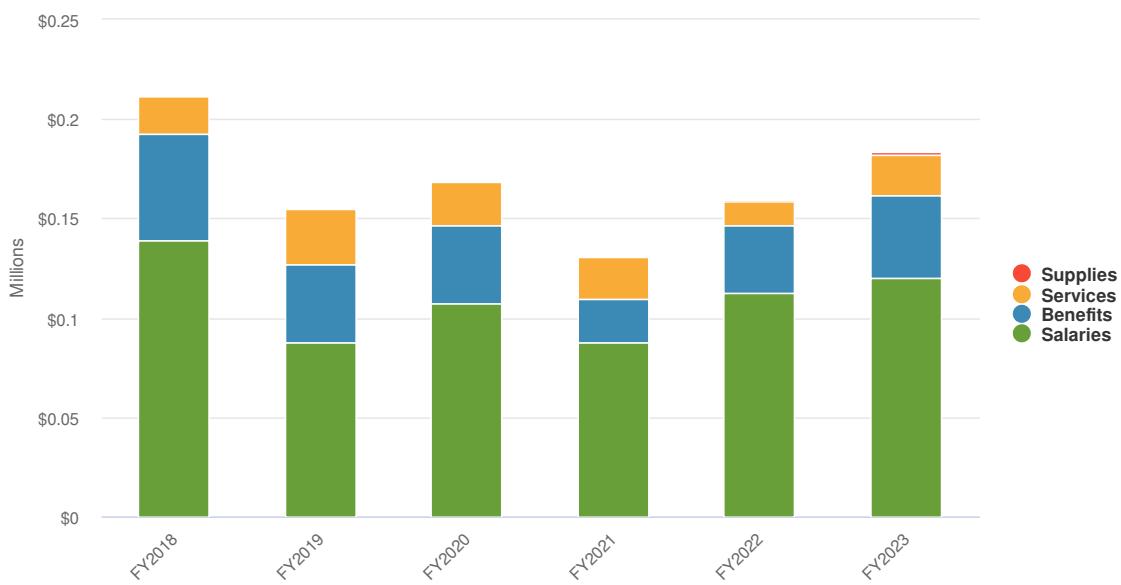


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries						
CC-Salaries	001-003-514-20-11-00	\$110,647	\$106,593	\$118,493	11.2%	
CC-Overtime	001-003-514-20-12-00	\$1,572	\$1,000	\$1,579	57.9%	
Total Salaries:		\$112,219	\$107,593	\$120,072	11.6%	
Benefits						
CC-Benefits	001-003-514-20-20-00	\$13,893	\$16,100	\$18,242	13.3%	
CC-Social Security	001-003-514-20-21-00	\$8,233	\$7,800	\$9,065	16.2%	
CC-Retirement	001-003-514-20-22-00	\$12,251	\$11,500	\$13,526	17.6%	
CC-Workers Comp	001-003-514-20-24-00	\$305	\$350	\$357	2%	
Total Benefits:		\$34,682	\$35,750	\$41,190	15.2%	
Supplies						
CC-Office Supply	001-003-514-20-31-00	\$675	\$1,000	\$1,000	0%	
Total Supplies:		\$675	\$1,000	\$1,000	0%	
Services						

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
CC-Professional Services	001-003-514-20-41-00	\$3,399	\$10,000	\$10,000	0%	
CC-Communications	001-003-514-20-42-00	\$2,776	\$2,000	\$2,898	44.9%	
CC-Travel & Meetings	001-003-514-20-43-00	\$1,964	\$5,400	\$5,400	0%	
CC-Miscellaneous	001-003-514-20-49-00	\$640	\$600	\$600	0%	
CC-Staff Development	001-003-514-20-49-02	\$2,625	\$2,200	\$2,200	0%	
Total Services:		\$11,404	\$20,200	\$21,098	4.4%	
Total Expense Objects:		\$158,980	\$164,543	\$183,360	11.4%	



Finance



Barb Stevens
Director

The purpose of the Finance Department is to provide administrative support and information services to the public and City departments, maintain financial information in accordance with general accounting principles, and to ensure compliance to legal and prudent fiscal requirements in all financial and procedural operations.

The Finance Department has many areas of responsibility. The following gives a brief description of each:

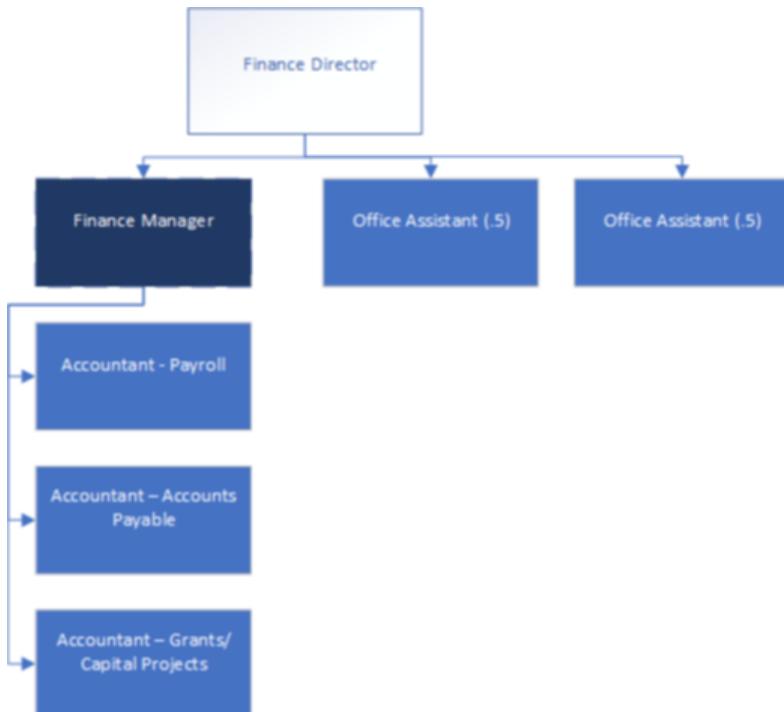
- **Administration:** To provide planning, organization, and control over the Finance Department functions and overall City financial matters.
- **Treasury:** Responsible for cashiering and cash control, investment of City funds, and debt service payment processing. Financing services include issuance of bonds, interfund loans, etc.
- **Budget Accounting and Reporting:** Provides for financial record keeping including budgeting, accounting, reporting, audit assistance, grant accounting, ongoing balancing, and control.
- **Personnel Services:** Responsible for payroll processing, federal and state reporting of taxes, retirement, insurance, and other deductions.
- **Purchasing:** Provides coordination of purchasing by the departments, processes vendor payments, handles insurance claims, assists in obtaining competitive bids for the best prices.
- **Data Processing:** Responsible for financial systems data processing including budgeting, accounting and payroll.

The Finance Director is appointed by the City Administrator and acts as the City Treasurer.

Finance Director

Barb Stevens began her career as Finance Director for the City on February 9, 2009. Prior to joining the City, Ms. Stevens was an Assistant Audit Manager with the Washington State Auditor's Office. As a member of the senior executive team, Ms. Stevens is responsible for controlling the City's finances and establishing strategies for the long-term financial health of the City.

Organizational Chart

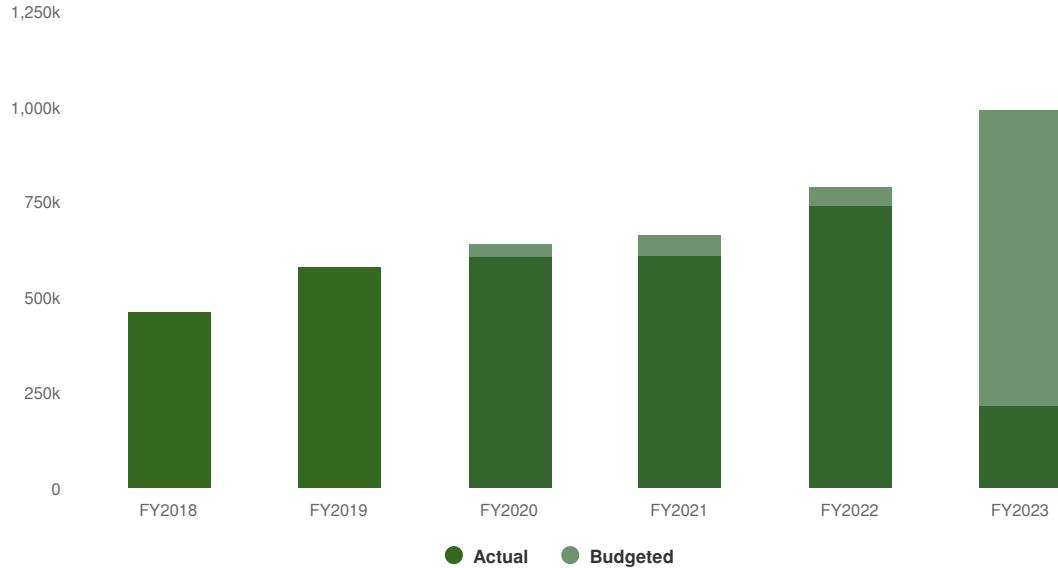


Expenditures Summary

\$991,891 **\$202,543**

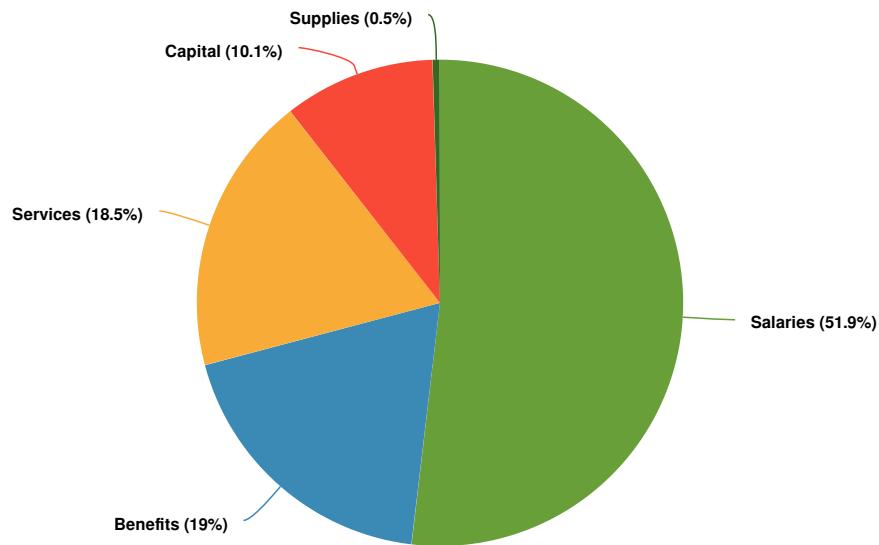
(25.66% vs. prior year)

Finance Proposed and Historical Budget vs. Actual

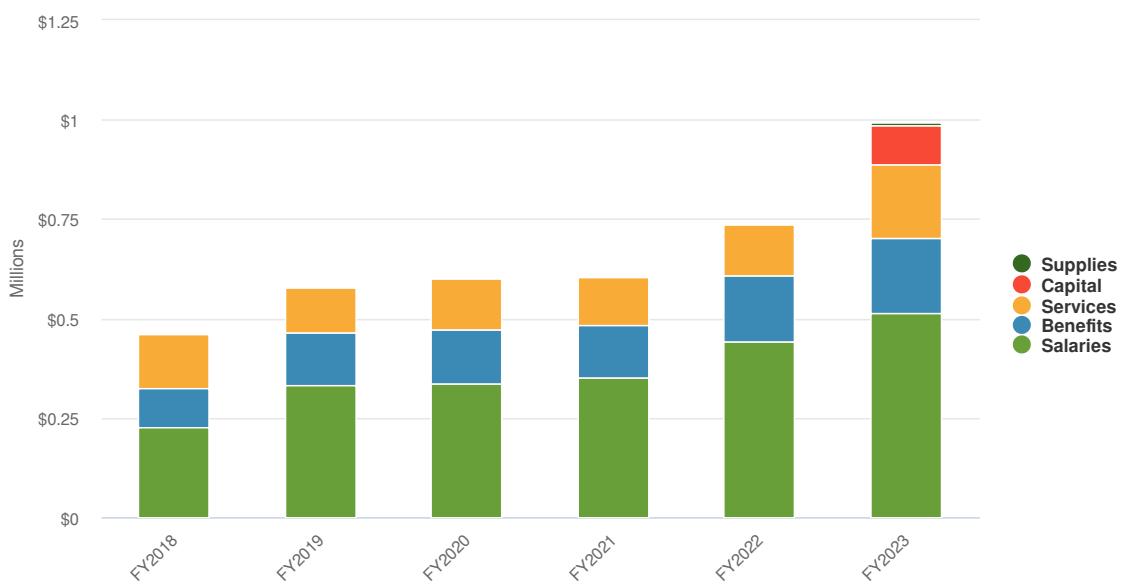


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries						

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
FI-Salaries	001-004-514-23-11-00	\$433,099	\$437,601	\$505,202	15.4%	
FI-Overtime	001-004-514-23-12-00	\$7,334	\$3,700	\$9,336	152.3%	
Total Salaries:		\$440,433	\$441,301	\$514,538	16.6%	
Benefits						
FI-Benefits	001-004-514-23-20-00	\$85,735	\$100,000	\$91,070	-8.9%	
FI-Social Security	001-004-514-23-21-00	\$32,481	\$32,000	\$38,648	20.8%	
FI-Retirement	001-004-514-23-22-00	\$48,086	\$47,200	\$57,514	21.9%	
FI-Workers Comp	001-004-514-23-24-00	\$1,252	\$1,300	\$1,390	6.9%	
Total Benefits:		\$167,554	\$180,500	\$188,622	4.5%	
Supplies						
FI-Office Supplies	001-004-514-23-31-00	\$3,424	\$4,800	\$4,800	0%	
Total Supplies:		\$3,424	\$4,800	\$4,800	0%	
Services						
FI-Professional Service	001-004-514-23-41-00	\$24,312	\$61,747	\$68,900	11.6%	
FI-Advertising	001-004-514-23-41-01	\$69	\$100	\$100	0%	
FI-Communications	001-004-514-23-42-00	\$2,861	\$1,800	\$3,002	66.8%	
FI-Travel & Meetings	001-004-514-23-43-00	\$499	\$5,800	\$5,500	-5.2%	
FI-Insurance	001-004-514-23-46-00	\$97	\$100	\$96	-4%	
FI-Software Maint	001-004-514-23-48-00	\$0	\$500	\$500	0%	
FI-Miscellaneous	001-004-514-23-49-00	\$773	\$1,200	\$1,000	-16.7%	
FI-Staff Development	001-004-514-23-49-01	\$2,085	\$4,000	\$3,500	-12.5%	
FI-Banking Services	001-004-514-23-49-02	\$2,428	\$2,500	\$2,500	0%	
FI-Credit Card Services	001-004-514-23-49-03	\$94,452	\$85,000	\$98,833	16.3%	
Total Services:		\$127,576	\$162,747	\$183,931	13%	
Capital						
PR - Financial Software	004-004-594-14-60-00			\$100,000	N/A	
Total Capital:		\$0	\$0	\$100,000	N/A	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
Total Expense Objects:		\$738,987	\$789,348	\$991,891	25.7%	



Human Resources



Anya Warrington
Human Resources Director

The Human Resources department is a central hub where all aspects of employee management are overseen. Services include risk and emergency management, occupational safety, organizational development, human resources legal compliance, policy development and application, recruitment and selection, classification and compensation, benefits, labor relations, employee development and training, and employee engagement.

The City of Lake Stevens Human Resources department prides itself on the diversity it brings and educates every city employee on their rights, responsibilities, and benefits as an employee. This department also manages training and development programs to promote constant growth of all employees. As our city employees grow in innovation and wellness, so does our community.

Organizational Chart



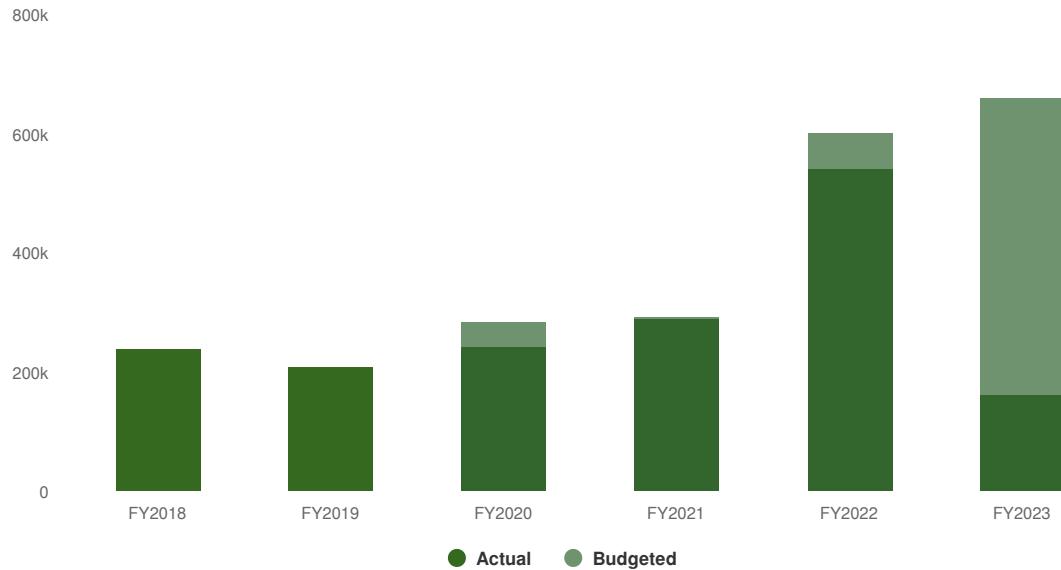
Expenditures Summary

\$658,324 **\$57,880**

(9.64% vs. prior year)

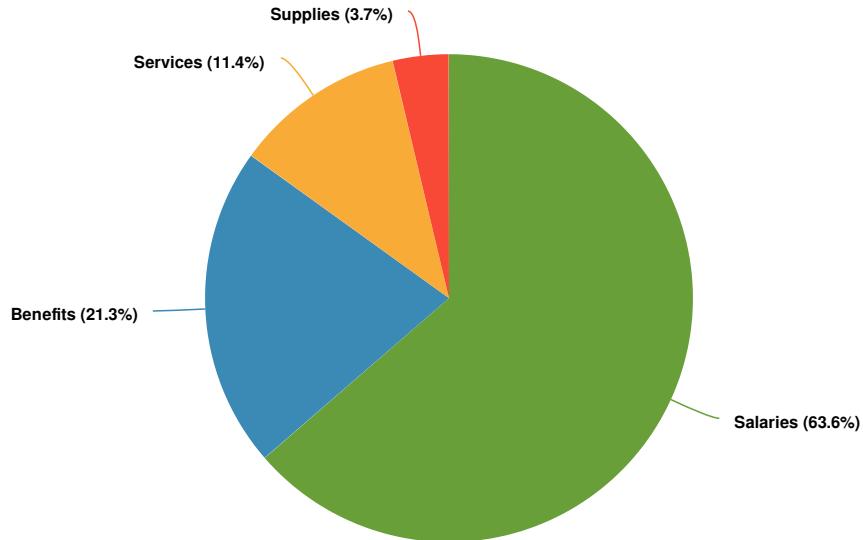


Human Resources Proposed and Historical Budget vs. Actual

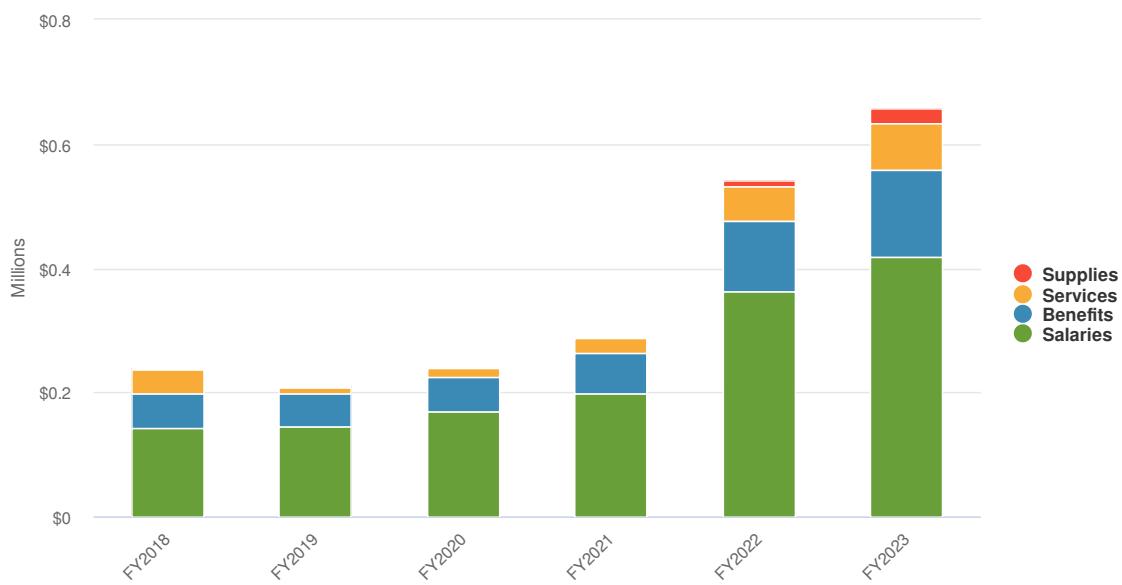


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries						
HR-Salaries	001-005-518-10-11-00	\$361,818	\$370,299	\$417,713	12.8%	
HR-Overtime	001-005-518-10-12-00	\$170	\$1,300	\$1,300	0%	
Total Salaries:		\$361,988	\$371,599	\$419,013	12.8%	
Benefits						
HR-Benefits	001-005-518-10-20-00	\$54,066	\$93,445	\$59,553	-36.3%	
HR-Soc Security	001-005-518-10-21-00	\$20,597	\$20,000	\$31,955	59.8%	
HR-Retirement	001-005-518-10-22-00	\$38,982	\$29,500	\$47,577	61.3%	
HR-Workers Comp	001-005-518-10-24-00	\$901	\$700	\$1,049	49.9%	
Total Benefits:		\$114,546	\$143,645	\$140,134	-2.4%	
Supplies						
HR-Safety Program	001-005-517-60-31-00	\$2,426	\$5,000	\$5,000	0%	
HR - Wellness Program Supplies	001-005-517-90-31-00	\$1,473	\$2,000	\$2,000	0%	
HR-Office Supplies	001-005-518-10-31-00	\$1,189	\$1,500	\$1,500	0%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
HR-Operating Cost	001-005-518-10-31-01	\$4,169	\$4,600	\$4,600	0%	
HR - Emergency Mgmt Supplies	001-005-518-10-31-02	\$0	\$0	\$11,320	N/A	
Total Supplies:		\$9,257	\$13,100	\$24,420	86.4%	
Services						
HR-Professional Services	001-005-518-10-41-00	\$5,099	\$3,500	\$5,000	42.9%	
HR - Advertising/Marketing	001-005-518-10-41-01	\$32,663	\$35,500	\$35,500	0%	
HR-Communications	001-005-518-10-42-00	\$3,092	\$1,700	\$1,857	9.2%	
HR-Travel & Meetings	001-005-518-10-43-00	\$5,359	\$8,000	\$8,000	0%	
HR-Miscellaneous	001-005-518-10-49-00	\$1,170	\$1,400	\$1,400	0%	
HR-Staff Development	001-005-518-10-49-01	\$4,556	\$7,000	\$8,000	14.3%	
HR-Employee Recognition	001-005-518-10-49-02	\$3,952	\$5,000	\$5,000	0%	
HR - Tuition Reimbursement CW	001-005-518-10-49-03	\$0	\$10,000	\$10,000	0%	
Total Services:		\$55,891	\$72,100	\$74,757	3.7%	
Total Expense Objects:		\$541,682	\$600,444	\$658,324	9.6%	



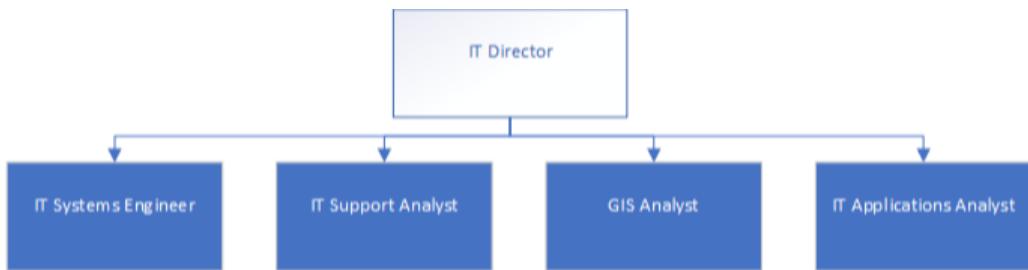
Information Technology



Troy Stevens
IT Director

The Information Technology Department (ITD) provides strategic technology solutions to business units and residents, supporting the city's mission. The department is responsible for procuring all technology used in the city, inventory management, and software license compliance functions. The department consists of a Client Services division responsible for all desktop support functions, an Infrastructure Services division responsible for the server, network, and cybersecurity functions, an Application Services division accountable for supporting enterprise applications and business preprocess, and an Information Security division responsible for assessing cybersecurity risk across all divisions, responding to incidents/alerts, remediation of vulnerability, and continuous monitoring to ensure our systems are secured. The city has partnered with Critical Informatics, which provides 24/7 monitoring of cybersecurity threats and escalates events to our team.

Organizational Chart

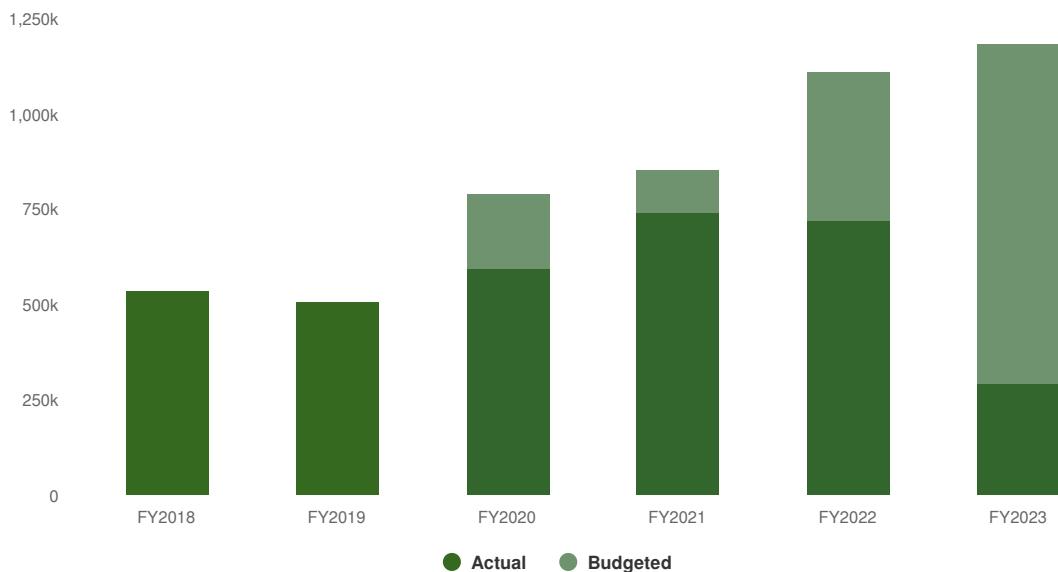


Expenditures Summary

\$1,182,089 **\$72,171**
(6.50% vs. prior year)

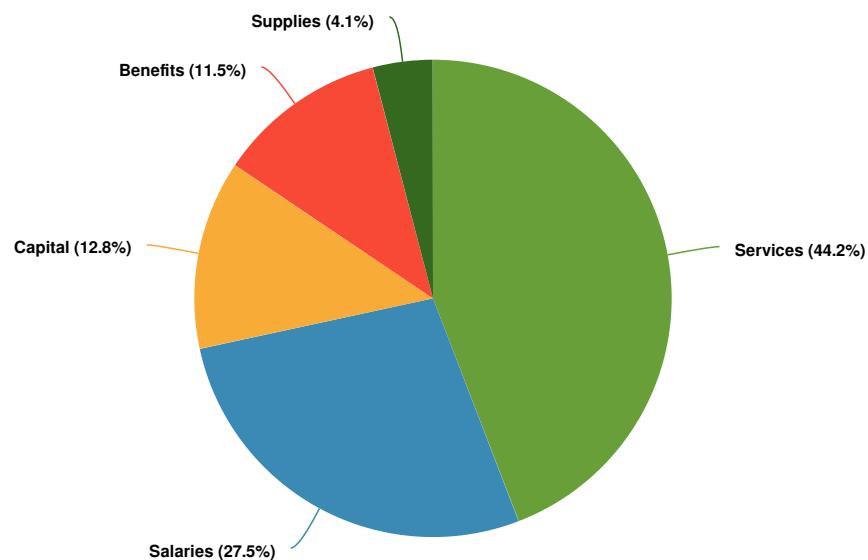


Information Technology Proposed and Historical Budget vs. Actual

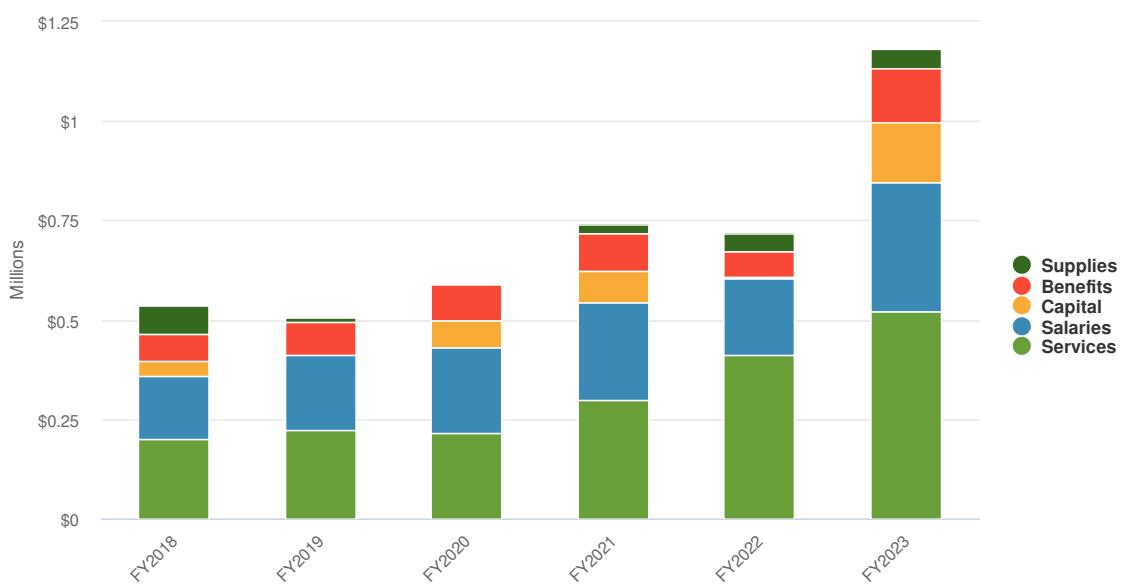


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries						
IT-Salaries	001-006-518-80-11-00	\$192,819	\$276,918	\$323,490	16.8%	
IT-Overtime	001-006-518-80-12-00	\$398	\$1,000	\$1,000	0%	
Total Salaries:		\$193,217	\$277,918	\$324,490	16.8%	
Benefits						
IT-Benefits	001-006-518-80-20-00	\$31,200	\$56,000	\$75,605	35%	
IT-Soc Security	001-006-518-80-21-00	\$14,053	\$20,300	\$23,982	18.1%	
IT-Retirement	001-006-518-80-22-00	\$19,378	\$30,000	\$35,686	19%	
IT-Workers Comp	001-006-518-80-24-00	\$379	\$750	\$786	4.8%	
Total Benefits:		\$65,010	\$107,050	\$136,059	27.1%	
Supplies						
IT-Office Supplies	001-006-518-80-31-00	\$5,800	\$6,500	\$9,500	46.2%	
IT-Fuel	001-006-518-80-32-00	\$0	\$200	\$0	-100%	
Purchase Computer Equipment	510-006-518-80-31-00	\$41,049	\$47,000	\$38,551	-18%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Total Supplies:		\$46,849	\$53,700	\$48,051	-10.5%	
Services						
IT-Professional Services	001-006-518-80-41-00	\$70,551	\$25,000	\$91,500	266%	
IT-Communications	001-006-518-80-42-00	\$6,649	\$5,400	\$7,886	46%	
IT-Travel & Meetings	001-006-518-80-43-00	\$1,153	\$5,000	\$10,000	100%	
IT-Repair & Maintenance	001-006-518-80-48-00	\$0	\$0	\$5,000	N/A	
IT-Miscellaneous	001-006-518-80-49-00	\$400	\$200	\$400	100%	
IT-Staff Development	001-006-518-80-49-01	\$2,704	\$4,800	\$4,800	0%	
LR - Lansweeper	510-006-518-80-49-02	\$1,068	\$820	\$1,200	46.3%	
LR - Adobe Pro	510-006-518-80-49-03	\$10,835	\$10,650	\$11,000	3.3%	
LR - WaveBroadband Fiber Lease	510-006-518-80-49-04	\$7,597	\$7,600	\$0	-100%	
LR - Smarsh	510-006-518-80-49-05	\$8,387	\$8,800	\$6,200	-29.5%	
LR - Laserfiche	510-006-518-80-49-06	\$0	\$18,200	\$0	-100%	
LR - Civic Plus Website	510-006-518-80-49-07	\$17,331	\$69,400	\$21,500	-69%	
LR - TrendMicro Antivirus	510-006-518-80-49-08	\$2,427	\$2,500	\$2,500	0%	
LR - Social Media Archive	510-006-518-80-49-09	\$6,526	\$6,530	\$6,500	-0.5%	
LR - Datacenter Rack Spc SnoCo	510-006-518-80-49-12	\$5,197	\$5,300	\$5,197	-1.9%	
LR - Firewall Security Subscri	510-006-518-80-49-13	\$3,018	\$3,800	\$3,800	0%	
LR - Barracuda Email Archive	510-006-518-80-49-14	\$9,445	\$34,470	\$10,000	-71%	
LR - Quest Backup Solution	510-006-518-80-49-15	\$2,697	\$4,500	\$4,500	0%	
LR - GoDaddy SSL - 3 yr	510-006-518-80-49-16	\$473	\$600	\$0	-100%	
LR - Microsoft Enterprise Agmt	510-006-518-80-49-18	\$70,213	\$73,000	\$72,000	-1.4%	
LR - NextRequest - PRR	510-006-518-80-49-19	\$12,465	\$12,500	\$20,000	60%	
LR - Log360 SIEM	510-006-518-80-49-24	\$0	\$2,500	\$0	-100%	
LR - Bomgar Cloud Remote Admin	510-006-518-80-49-25	\$2,751	\$2,800	\$1,600	-42.9%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
LR - KnowBe4 Cyber Security Tr	510-006-518-80-49-26	\$1,854	\$1,800	\$2,000	11.1%	
LR - Springbrook	510-006-518-80-49-29	\$20,024	\$21,000	\$21,000	0%	
LR - NEOGOV	510-006-518-80-49-30	\$32,320	\$29,186	\$31,000	6.2%	
LR - ESRI - ArcGIS	510-006-518-80-49-31	\$10,496	\$11,000	\$15,000	36.4%	
LR - Permit Trax	510-006-518-80-49-32	\$11,336	\$11,000	\$12,000	9.1%	
LR - Vue Works	510-006-518-80-49-33	\$37,094	\$106,500	\$79,406	-25.4%	
LR - NovaTime	510-006-518-80-49-34	\$5,891	\$14,000	\$6,200	-55.7%	
LR - AutoDesk Civil 3D	510-006-518-80-49-35	\$4,999	\$5,000	\$6,600	32%	
LR - Dell Hardware Support	510-006-518-80-49-36	\$0	\$0	\$3,200	N/A	
LR - Fortivoice	510-006-518-80-49-37	\$899	\$1,000	\$1,200	20%	
LR - DUO 2 Factor	510-006-518-80-49-38	\$5,212	\$4,500	\$0	-100%	
Miscellaneous Refunds Only	510-006-518-80-49-39	\$2	\$0	\$0	0%	
LR - Cl.Security (MDR)	510-006-518-80-49-40	\$21,344	\$22,000	\$22,000	0%	
LR - Genetec VMS	510-006-518-80-49-41	\$2,015	\$2,000	\$2,500	25%	
LR - ClearGov	510-006-518-80-49-43	\$11,231	\$11,800	\$11,800	0%	
LR - Bitwarden Password Keeper	510-006-518-80-49-44	\$5,999	\$6,000	\$6,500	8.3%	
LR - Bluebeam	510-006-518-80-49-45	\$0	\$0	\$8,000	N/A	
LR - PowerDMS	510-006-518-80-49-46	\$0	\$0	\$8,000	N/A	
Total Services:		\$412,603	\$551,156	\$521,989	-5.3%	
Capital						
Capital - Purch Computer Equip	510-006-594-18-64-00	\$1,298	\$120,094	\$151,500	26.2%	
Total Capital:		\$1,298	\$120,094	\$151,500	26.2%	
Total Expense Objects:		\$718,977	\$1,109,918	\$1,182,089	6.5%	

Goal #1

ESRI GIS Drone Imaging

This Application Services Division has purchased a program called Site Scan from ESRI that will allow the city to utilize our drone for scheduling and filing FAA flight plans for



inspection work, aerial imagery, and an automated workflow to keep our Geographic Information Services maps up to date.



Goal #2

Infrastructure improvement projects

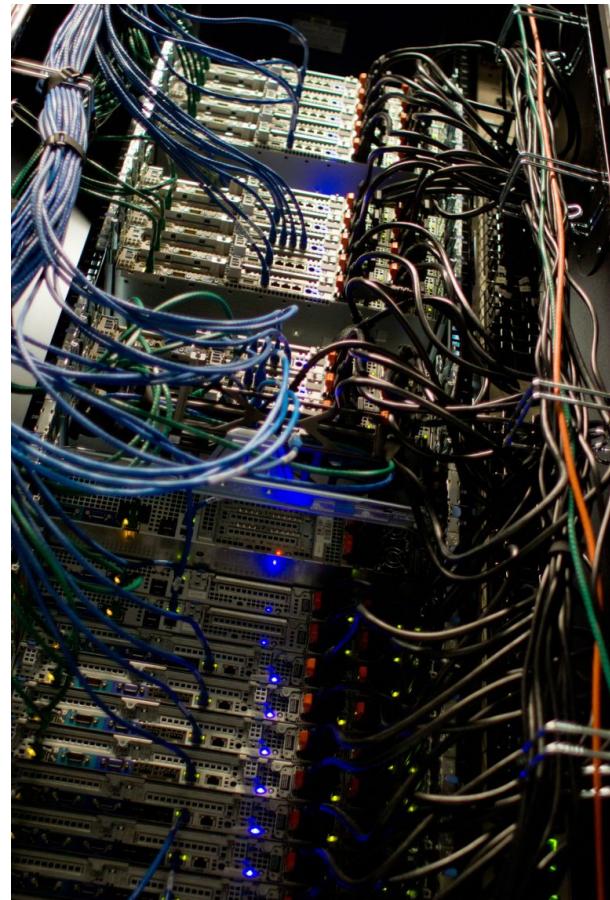
The Infrastructure Services Division has several significant projects to improve our network services. Our department evaluates areas for improvement and seeks to minimize disruptions to operational services.

We have added a secondary firewall and split our redundant network service providers to prevent a single point of failure to hardware or service provider interruptions.

We will redesign and upgrade our primary data center server and storage equipment, to replace aging equipment and add additional resiliency to the environment.

We will focus on critical network management hardware and tools for monitoring and securing our environment.

We will be implementing new cybersecurity controls and policies to meet new regulatory requirements.



Operational Goals

Our Client Services Division is working on operational process improvements related to the hardware and software automated deployment tasks.

Developing better business processes for IT Asset Management tasks, IT Surplus asset recovery cost

Moving towards a DevOps delivery model to automate standard services and business process changes.

Our Application Services Division has a new employee (Vanessa Ross) that joined the team in Q2 and will start to take on more responsibilities for our enterprise systems.

The city has several internal multi-department lean six-sigma processes underway. As the new Application Analyst, she will be a key player in gathering current business requirements and procedures to improve operational efficiencies across various information services.

The city is engaged in a data migration and records management improvement project.



Community Development



Russ Wright

Planning and Community Development Director

The goal of the Department of Planning and Community Development (DPCD) is to efficiently provide effective and fair administration of land use planning, development permitting, coordination of economic development, parks and recreation services, and building and fire services.

The DPCD has many different areas of responsibility. The following is a brief description of each:

- **Operational Planning and Long Range Planning:** Provide comprehensive planning services including administering, maintaining and updating the Comprehensive Plan and Land Use Code; preparing local and regional facility plans; conducting interlocal agreement negotiations; and coordinating annexations. Write grants as appropriate. Develop and maintain the City's Geographic Information System (GIS) and Permit Tracking software. Review and comment on State, Federal and Snohomish County regulation changes and land use permit applications in the Lake Stevens Urban Growth Area. Coordinate legal issues with the City Attorney. Coordinate with and represent the City at various groups including Snohomish County Tomorrow's Planning Advisory Committee, and the AWC Planning Director's Association.
- **Development Review:** Administer the land use code, coordinate review on all land use applications, review business licenses, conduct pre-application conferences, monitor fees and deposits. Implement the City's permit tracking system. Manage the City's Land Use, Subdivision, SEPA, Shorelines, and Critical Areas codes and other land use processes. Provide staff support for the Hearing Examiner, Planning Commission, Park Board and Design Review Board.
- **Code Enforcement:** Assist in code enforcement activities, particularly as related to the Land Use, Building and Fire Codes.
- **Support Functions:** Provide staff support for City Council, Planning Commission, Park Board, Snohomish County Tomorrow, and various *ad hoc* committees.
- **Building:** Review building permit applications, issue building permits, conduct plan review, and administer the Uniform Building Code, Uniform Plumbing Code, Uniform Mechanical Code, etc. Monitor building permit fees, perform inspections, and perform code enforcement activities, particularly with regard to the building code enforcement activities, particularly with regard to the building code.
- **Economic Development:** The Economic Development Division is responsible for recruiting new businesses into the city in support of the city planning efforts, coordinating with the Chamber of Commerce on business retention and expansion opportunities, and promoting opportunities for tourism and special events. Write grants as appropriate.

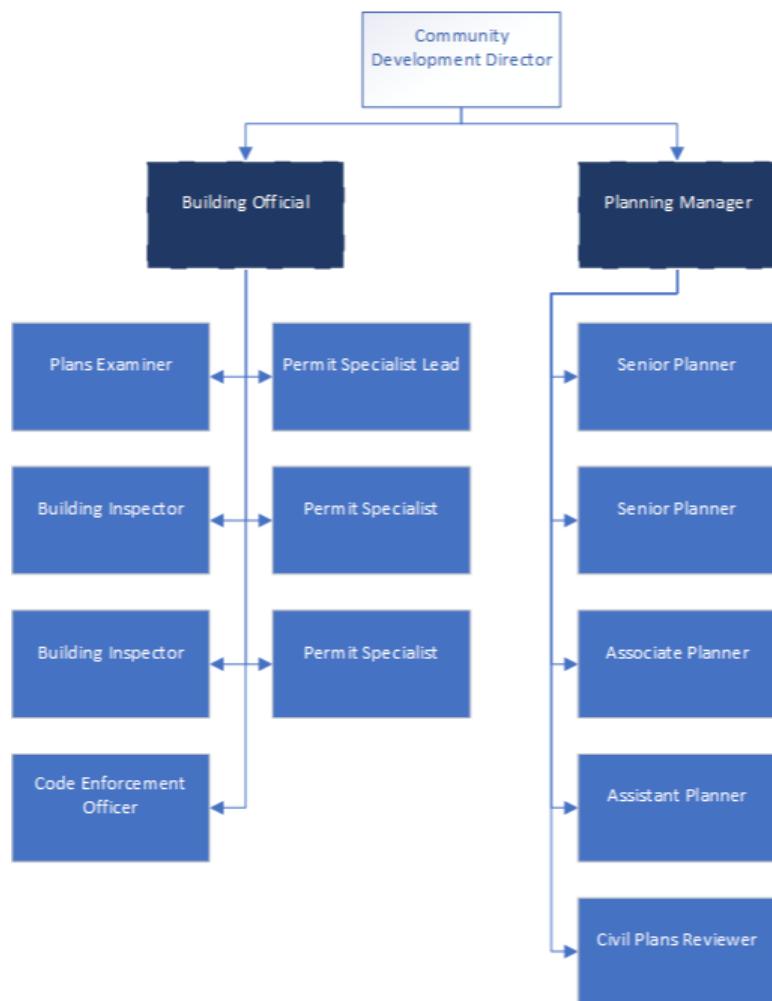
The Planning and Community Development Director is appointed by the City Administrator.

Director

Russ Wright has been the Community Development Director for the City since November 2015 and has worked for Lake Stevens since April 2011. Between 2003 and 2011, Mr. Wright worked as a professional planner for the cities of Monroe and Mukilteo in Washington. Prior to that, Mr. Wright worked for the WA Department of Fish and Wildlife for nine years. Mr. Wright is responsible for directing all development, environmental and permitting operations in the city; coordinating with other agencies, departments and interested stakeholders on planning and economic development; ensuring that the City's Comprehensive Plan and Development Regulations comply with the Growth Management Act and other state legislation; and is responsible for the oversight of parks planning and recreation in the community.



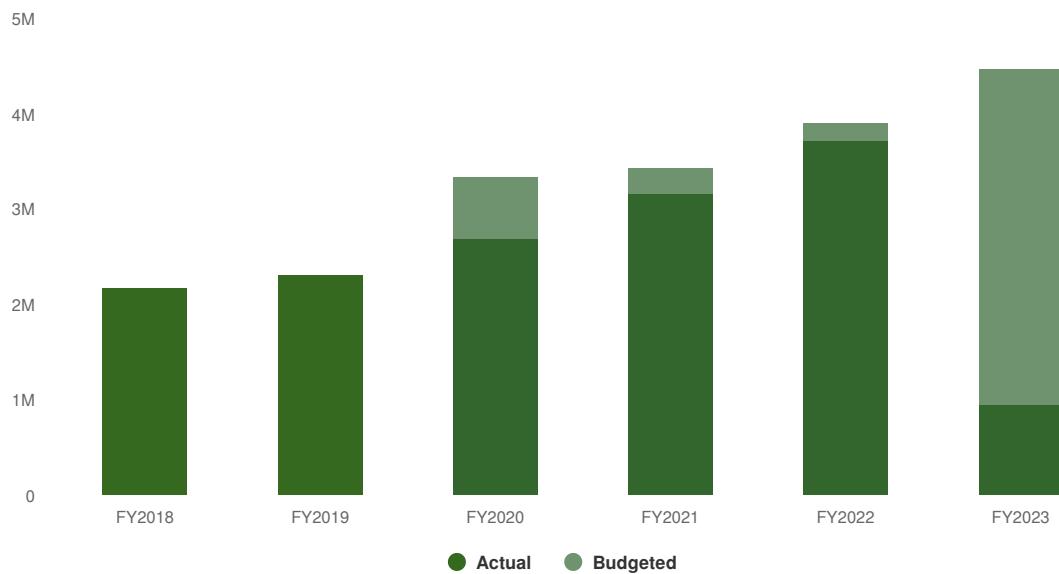
Organizational Chart



Expenditures Summary

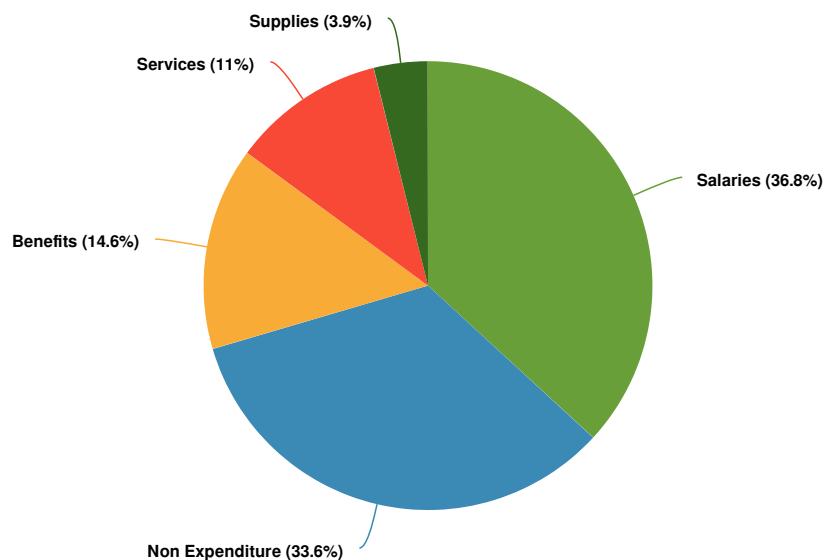
\$4,461,855 **\$569,140**
(14.62% vs. prior year)

Community Development Proposed and Historical Budget vs. Actual

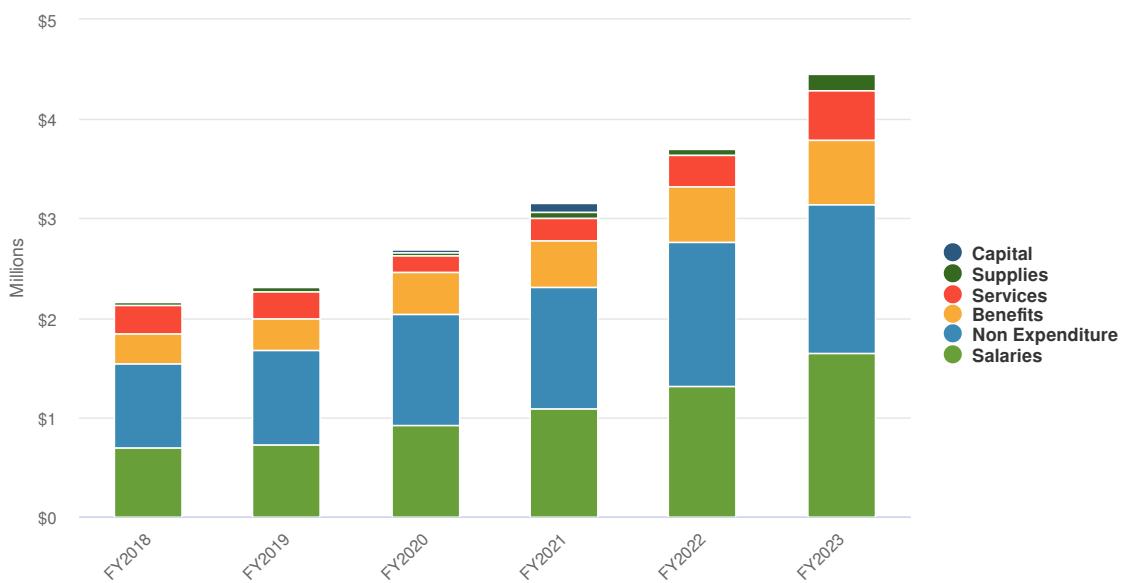


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Non Expenditure						
Interfund Transfer Out	003-007-597-00-00-00	\$1,454,727	\$1,020,000	\$1,500,000	47.1%	
Total Non Expenditure:		\$1,454,727	\$1,020,000	\$1,500,000	47.1%	
Salaries						
PL-Salaries	001-007-558-50-11-00	\$818,479	\$926,000	\$1,085,300	17.2%	
PL-Overtime	001-007-558-50-12-00	\$2,084	\$1,200	\$1,200	0%	
PB-Salaries	001-007-559-30-11-00	\$484,425	\$544,121	\$547,968	0.7%	
PB-Overtime	001-007-559-30-12-00	\$1,769	\$9,000	\$9,000	0%	
Total Salaries:		\$1,306,757	\$1,480,321	\$1,643,468	11%	
Benefits						
PL-Benefits	001-007-558-50-20-00	\$179,677	\$227,000	\$200,132	-11.8%	
PL-Social Security	001-007-558-50-21-00	\$61,096	\$68,000	\$73,179	7.6%	
PL-Retirement	001-007-558-50-22-00	\$89,989	\$100,000	\$109,056	9.1%	
PL-Workers Comp	001-007-558-50-24-00	\$2,362	\$2,700	\$4,596	70.2%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
PB-Benefits	001-007-559-30-20-00	\$129,607	\$157,908	\$149,946	-5%	
PB-Social Security	001-007-559-30-21-00	\$36,440	\$38,000	\$41,920	10.3%	
PB-Retirement	001-007-559-30-22-00	\$48,075	\$48,500	\$62,529	28.9%	
PB-Workers Comp	001-007-559-30-24-00	\$8,927	\$10,500	\$11,162	6.3%	
Total Benefits:		\$556,173	\$652,608	\$652,520	0%	
Supplies						
PL-Office Supplies	001-007-558-50-31-00	\$2,331	\$4,000	\$4,000	0%	
PL-Operating Costs	001-007-558-50-31-01	\$545	\$6,000	\$4,000	-33.3%	
PL-Permit Related Op. Costs	001-007-558-50-31-02	\$33,986	\$22,000	\$48,500	120.5%	
PL-Fuel	001-007-558-50-32-00	\$34	\$0	\$59	N/A	
PL - Citywide Beautification	001-007-558-70-31-00	\$4,500	\$100,307	\$105,000	4.7%	
PB-Office Supplies	001-007-559-30-31-00	\$332	\$5,600	\$5,600	0%	
PB-Operating Cost	001-007-559-30-31-01	\$1,290	\$3,629	\$2,629	-27.6%	
PB-Clothing	001-007-559-30-31-02	\$207	\$150	\$2,025	1,250%	
PB-Fuel	001-007-559-30-32-00	\$1,794	\$1,000	\$1,513	51.3%	
PL-Park & Recreation	001-007-571-00-30-00	\$18,542	\$20,000	\$0	-100%	
Total Supplies:		\$63,561	\$162,686	\$173,326	6.5%	
Services						
PL-Professional Servic	001-007-558-50-41-00	\$84,823	\$300,000	\$266,105	-11.3%	
PL-Advertising	001-007-558-50-41-03	\$3,279	\$5,000	\$5,000	0%	
Permit Related Professional Sr	001-007-558-50-41-04	\$130,919	\$145,000	\$125,000	-13.8%	
PL-Communication	001-007-558-50-42-00	\$12,788	\$9,000	\$13,436	49.3%	
PL-Travel & Mtgs	001-007-558-50-43-00	\$2,554	\$6,000	\$6,000	0%	
PL-Repairs & Maint.	001-007-558-50-48-00	\$1,369	\$1,500	\$1,500	0%	
PL-Miscellaneous	001-007-558-50-49-00	\$1,222	\$700	\$4,000	471.4%	
PL-Staff Development	001-007-558-50-49-01	\$5,072	\$6,000	\$6,000	0%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
PL-Printing and Bindin	001-007-558-50-49-02	\$28	\$1,000	\$1,000	0%	
PL-UGA-RUTA-Annexation	001-007-558-60-41-00	\$40,546	\$50,550	\$20,000	-60.4%	
PL-Prof Serv-Hearing E	001-007-558-60-41-02	\$12,478	\$2,000	\$2,000	0%	
PL-Economic Devel	001-007-558-70-41-00	\$0	\$10,000	\$10,000	0%	
PL - Contrib to Vehicle Replac	001-007-559-30-40-01	\$15,000	\$15,000	\$20,000	33.3%	
PB-Professional Srv	001-007-559-30-41-00	\$277	\$1,500	\$1,500	0%	
PB-Advertising	001-007-559-30-41-01	\$50	\$0	\$0	0%	
PB-Communication	001-007-559-30-42-00	\$3,831	\$5,000	\$5,500	10%	
PB-Travel & Mtgs	001-007-559-30-43-00	\$861	\$1,000	\$1,000	0%	
PB-Repair & Maintenance	001-007-559-30-48-00	\$1,369	\$1,000	\$1,000	0%	
PB-Miscellaneous	001-007-559-30-49-00	\$341	\$500	\$1,000	100%	
PB-Staff Development	001-007-559-30-49-01	\$3,260	\$2,300	\$2,300	0%	
Miscellaneous	003-007-558-50-49-00	\$1,836	\$0	\$200	N/A	
Total Services:		\$321,903	\$563,050	\$492,541	-12.5%	
Capital						
Permit Capital	003-007-594-58-63-00	\$0	\$14,050	\$0	-100%	
Total Capital:		\$0	\$14,050	\$0	-100%	
Total Expense Objects:		\$3,703,121	\$3,892,715	\$4,461,855	14.6%	

Law Enforcement



Jeffrey Beazizo
Chief of Police

The Lake Stevens Police Department is a full-service law enforcement agency, providing a full range of community policing services. The City enjoys a low violent crime rate because of our partnerships with the residents, other city departments, other area law enforcement agencies, and the City Council.

The Police Department is divided into four main divisions:

The Office of the Chief

The Chief of Police is responsible for planning, organizing, and leading the Police Department, through working with the Command Team, which is made up of the Chief, Deputy Chief, Administrative Manager, Operations Commander, and Administrative Assistant.

This division directs personnel-related activities, including the organization of functional areas, approval of plans and activities, performance appraisal, counseling and disciplining and the hiring of staff and promotions. The Chief also serves as the police liaison with other agencies, regional service providers, and community groups.

Administration Division

The Police Administrative Manager oversees the Administration Division which includes the Police Records Unit and office volunteers. This division is responsible for the department budget, accreditation, and policy manual, public disclosure, Concealed Pistol License, firearm transfers, Child ID Kits and case management and records retention. The Records Supervisor oversees the day-to-day management of the office. Records Specialists are the face of the department when citizens call our office or enter the lobby.

Operations Division Operations

The Deputy Chief oversees the Operations Division which is managed by the Operations Commander. This division consists of the Patrol Unit. The Patrol function is the most visible service provided by the Police Department. Police officers provide public safety services that include responding to calls for service from the public; investigating criminal activity; responding to community needs; education; traffic safety services; boating safety services; and crime prevention.

Support Services Division

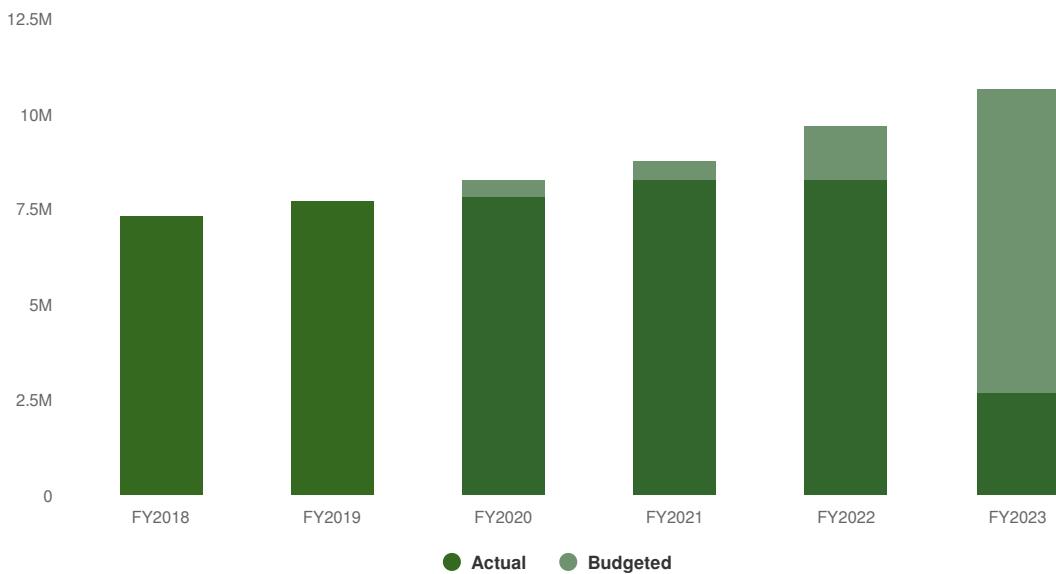
Support Services are overseen by the Deputy Chief. This division is responsible for the multitude of services that are required to support our law enforcement functions. These include all department training, public information, fleet management, community event liaison, IT functions, and administrative investigations. Also included in this division are the departments' traffic functions, evidence management, school safety, marine safety, the Criminal Investigations Unit, and animal control functions. Police Detectives are the main investigations unit in the Police Department. They are highly trained and investigate a wide range of crimes committed in Lake Stevens. They also act as liaisons with other agencies as they investigate crimes that are regional in nature.

Expenditures Summary

\$10,648,571 **\$978,830**
(10.12% vs. prior year)

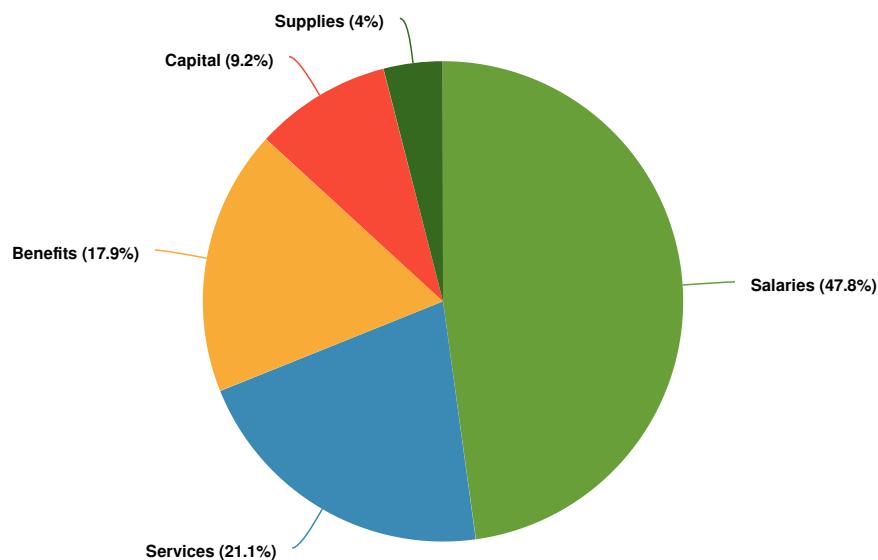


Law Enforcement Proposed and Historical Budget vs. Actual

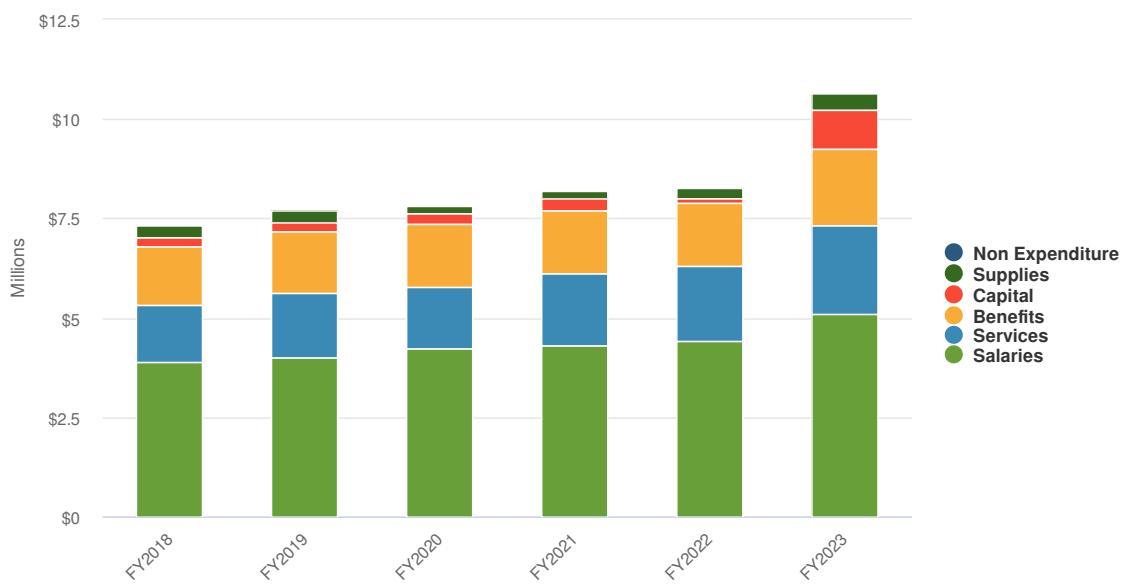


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries						
LE-Salaries	001-008-521-20-11-00	\$3,899,275	\$4,254,239	\$4,480,683	5.3%	
LE-Overtime	001-008-521-20-12-00	\$385,834	\$300,000	\$309,000	3%	
LE-Holiday Cashout	001-008-521-20-15-00	\$117,206	\$110,000	\$113,300	3%	
LE-Signing Bonus	001-008-521-20-16-00	\$0	\$20,000	\$120,000	500%	
LE-Boating Salaries Local	001-008-521-21-11-00	\$24,605	\$20,000	\$20,000	0%	
LE-Boating - Other Salaries	001-008-521-21-11-01	\$4,328	\$50,000	\$50,000	0%	
Total Salaries:		\$4,431,248	\$4,754,239	\$5,092,983	7.1%	
Benefits						
LE-Benefits	001-008-521-20-20-00	\$835,785	\$1,135,918	\$1,107,012	-2.5%	
LE-Social Security	001-008-521-20-21-00	\$335,815	\$314,000	\$340,619	8.5%	
LE-Retirement	001-008-521-20-22-00	\$280,522	\$252,000	\$273,725	8.6%	
LE-Workers Comp	001-008-521-20-24-00	\$106,790	\$125,000	\$140,680	12.5%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
LE-Clothing Allowance	001-008-521-20-26-00	\$26,100	\$28,000	\$31,000	10.7%	
LE-Boating Benefit Local	001-008-521-21-20-00	\$10,022	\$8,200	\$8,200	0%	
LE-Boat Other Benefits	001-008-521-21-20-01	\$761	\$3,100	\$3,100	0%	
LE-Boating Clothing	001-008-521-21-26-00	\$380	\$500	\$500	0%	
Total Benefits:		\$1,596,175	\$1,866,718	\$1,904,836	2%	
Supplies						
LE-Office Supplies	001-008-521-20-31-00	\$16,332	\$17,000	\$17,000	0%	
LE-Fixed Minor Equipment	001-008-521-20-31-01	\$63,249	\$78,000	\$92,325	18.4%	
LE-Minor Equipment	001-008-521-20-31-02	\$21,307	\$29,700	\$29,700	0%	
LE-Donation Exp - Other	001-008-521-20-31-04	\$3,511	\$18,734	\$25,273	34.9%	
LE-Equipment - New Officers	001-008-521-20-31-05	\$29,228	\$84,732	\$105,000	23.9%	
LE-Emergency Mgmt Supplies	001-008-521-20-31-06	\$339	\$5,000	\$0	-100%	
LE - Business Meeting Supplies	001-008-521-20-31-08	\$1,091	\$4,000	\$4,000	0%	
LE - Supply- Opioid Settlement	001-008-521-20-31-09			\$10,000	N/A	
LE-Fuel	001-008-521-20-32-00	\$85,255	\$72,000	\$100,000	38.9%	
LE-Boating Minor Equipment	001-008-521-21-31-00	\$9,725	\$9,500	\$4,000	-57.9%	
LE-Boating-Fuel	001-008-521-21-32-00	\$0	\$2,500	\$2,500	0%	
LE-Community Outreach Supplies	001-008-521-30-31-00	\$5,322	\$5,000	\$5,000	0%	
LE-Facilities Supplies	001-008-521-50-30-00	\$6,221	\$10,200	\$10,200	0%	
LE-Facilities Minor Equipment	001-008-521-50-30-01	\$2,948	\$3,000	\$3,000	0%	
LE-Fleet Minor Equipment	001-008-521-50-30-02	\$3,327	\$5,000	\$5,000	0%	
Drug Seize - Operating Costs	111-008-521-20-31-00	\$1,269	\$7,000	\$7,000	0%	
Drug Seize - Canine Supplies	111-008-521-20-31-01	\$1,929	\$4,500	\$4,500	0%	
Total Supplies:		\$251,053	\$355,866	\$424,498	19.3%	
Services						
LE - Contrib to Vehicle Repl	001-008-521-10-40-00	\$250,000	\$250,000	\$277,000	10.8%	

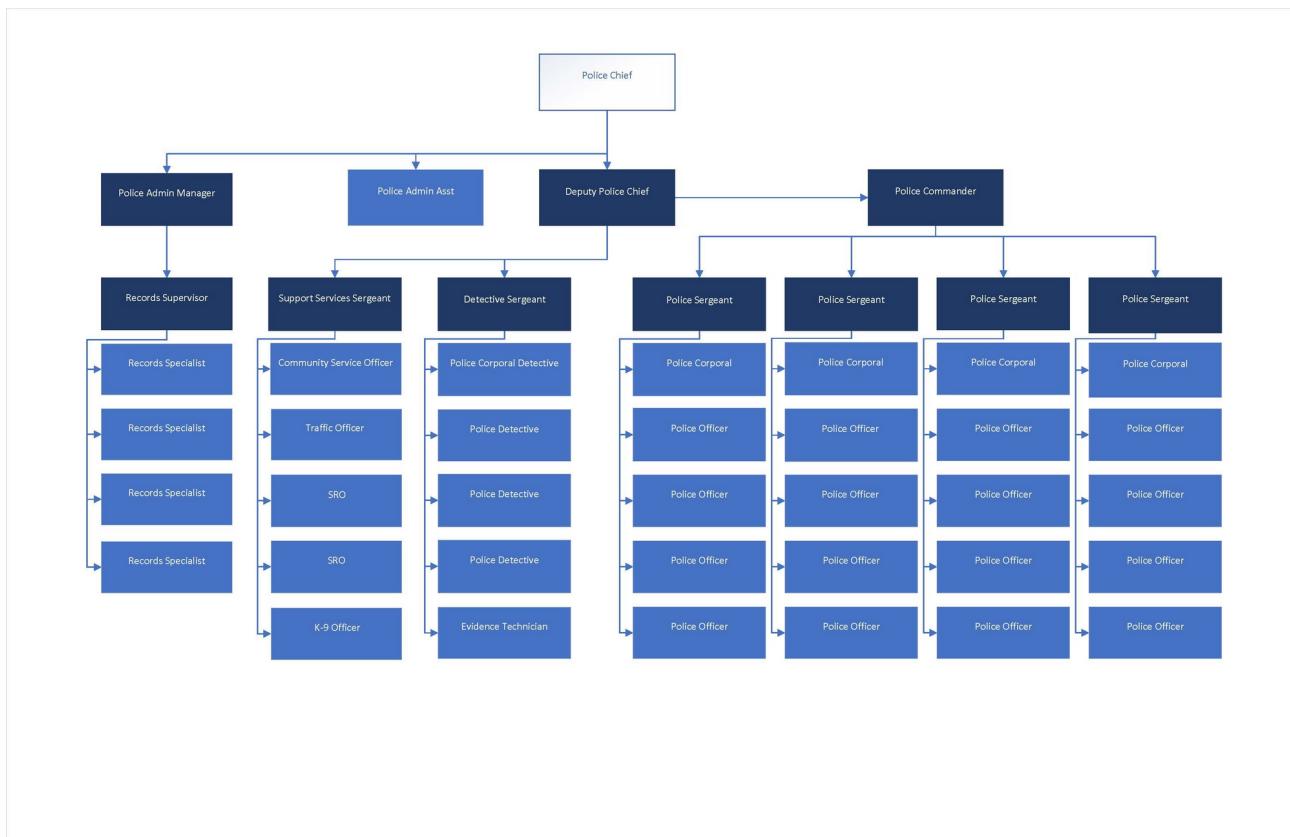


Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
LE - Contrib to Boat Repl	001-008-521-10-40-01	\$8,000	\$8,000	\$16,000	100%	
LE-Contrib toTaser Repl	001-008-521-10-40-02	\$24,000	\$24,000	\$24,000	0%	
LE - Contrib to Firearm Repl	001-008-521-10-40-03	\$20,000	\$20,000	\$20,000	0%	
LE - Contrib to BWC	001-008-521-10-40-04	\$0	\$140,042	\$105,000	-25%	
LE-Professional Services	001-008-521-20-41-00	\$33,996	\$38,500	\$39,000	1.3%	
LE-Professional Serv-Fixed	001-008-521-20-41-01	\$69,023	\$68,300	\$123,300	80.5%	
LE-Advertising	001-008-521-20-41-03	\$0	\$1,500	\$1,500	0%	
LE - PS - Opioid Settlement	001-008-521-20-41-04			\$12,192	N/A	
LE-Communication	001-008-521-20-42-00	\$67,244	\$60,000	\$68,981	15%	
LE-Travel & Per Diem	001-008-521-20-43-00	\$34,465	\$42,000	\$44,500	6%	
LE-Business Meetings	001-008-521-20-43-01	\$1,962	\$0	\$5,000	N/A	
LE-Insurance	001-008-521-20-46-00	\$302,408	\$302,408	\$346,300	14.5%	
LE-Repair & Maintenance Equip	001-008-521-20-48-00	\$60,980	\$80,000	\$80,000	0%	
LE-Dues & Memberships	001-008-521-20-49-00	\$3,265	\$4,000	\$4,000	0%	
LE-Boating-Travel & Per Diem	001-008-521-21-43-00	\$2,660	\$6,000	\$4,000	-33.3%	
LE-Boating Repair & Maint	001-008-521-21-48-00	\$3,865	\$5,500	\$3,500	-36.4%	
LE-Drug Task Force	001-008-521-30-41-00	\$6,393	\$6,500	\$6,500	0%	
LE-Registration Fees	001-008-521-40-49-01	\$44,038	\$38,500	\$36,000	-6.5%	
LE - Use of Force - Grant Exp	001-008-521-40-49-02			\$19,135	N/A	
LE-Staff Development - BLEA	001-008-521-40-49-03	\$4,212	\$3,100	\$22,422	623.3%	
LE-Finance Charges	001-008-521-40-49-04	\$0	\$100	\$0	-100%	
LE-Boating- Registration Fees	001-008-521-41-49-01	\$0	\$3,000	\$500	-83.3%	
LE-Facility Utilities	001-008-521-50-47-00	\$29,638	\$29,000	\$29,000	0%	
LE-Facility Repair & Maint	001-008-521-50-48-00	\$23,302	\$36,000	\$36,000	0%	
LE-Jail	001-008-523-60-41-00	\$464,802	\$480,000	\$494,400	3%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
LE-SNO911	001-008-528-00-41-00	\$379,214	\$379,215	\$406,305	7.1%	
LE-Animal Control	001-008-554-30-41-00	\$22,450	\$15,000	\$19,435	29.6%	
Drug Seize - Canine Prof Serv	111-008-521-20-40-00	\$3,110	\$3,500	\$3,500	0%	
Drug Seize - Misc Exp	111-008-521-20-49-00	\$14,715	\$0	\$0	0%	
Total Services:		\$1,873,742	\$2,044,165	\$2,247,470	9.9%	
Capital						
LE-Capital Boating	001-008-594-21-60-00	\$0	\$54,000	\$54,000	0%	
LE-Capital Outlays Equipment	001-008-594-21-63-00	\$6,827	\$104,717	\$59,522	-43.2%	
LE-Capital Outlay - Facilities	001-008-594-21-63-01	\$0	\$41,000	\$41,000	0%	
Drug - Capital Outlay	111-008-594-21-63-00	\$0	\$0	\$10,000	N/A	
Vehicles - Capital Equip	520-008-594-21-63-00	\$37,928	\$385,236	\$652,738	69.4%	
Taser - Capital Equip	520-008-594-21-63-02	\$21,230	\$21,300	\$24,000	12.7%	
Firearm - Capital Equip	520-008-594-21-63-03	\$11,956	\$12,500	\$14,000	12%	
LE - Body Worn Cameras	520-008-594-21-63-04	\$23,390	\$30,000	\$123,524	311.7%	
Total Capital:		\$101,331	\$648,753	\$978,784	50.9%	
Total Expense Objects:		\$8,253,549	\$9,669,741	\$10,648,571	10.1%	

Organizational Chart



Parks



Sarah Garceau
Parks Director

The newly formed Parks and Recreation Department will be focusing on providing well maintained parks and recreational opportunities that are desirable, safe, and accessible to the community.

The parks system consists of twenty-two parks managed by the department, with an additional thirteen locations co-managed through agreements. The department has a variety of amenities, including sports courts, picnic shelters, playgrounds, trails, docks, boat ramps, a community garden, and a disc golf course.

The department's goals for the year include:

- Establishing maintenance and operations management standards.
- Identifying classes, events, and recreational needs for the community, and creating additional opportunities to meet these needs.
- Review and update administrative policies and procedures, including park rules and municipal code.
- Improve the department's internet presence and marketing. This will include improving webpages to provide easy to access information for the public, including park information, event and activity calendars, capital project information and volunteer opportunities.

The administrative and recreation staff are responsible for:

- Recreation programming (teen/youth recreation services).
- Special event coordination (internal and external events).
- Pursues funding for parks through grants and other sources.
- Reservations for facilities (including shelters, open areas, garden beds, and The Mill).
- Marketing and public engagement, including public meetings and surveys.
- Organizing volunteer opportunities, including managing the adopt-a-street and adopt-a-park programs.

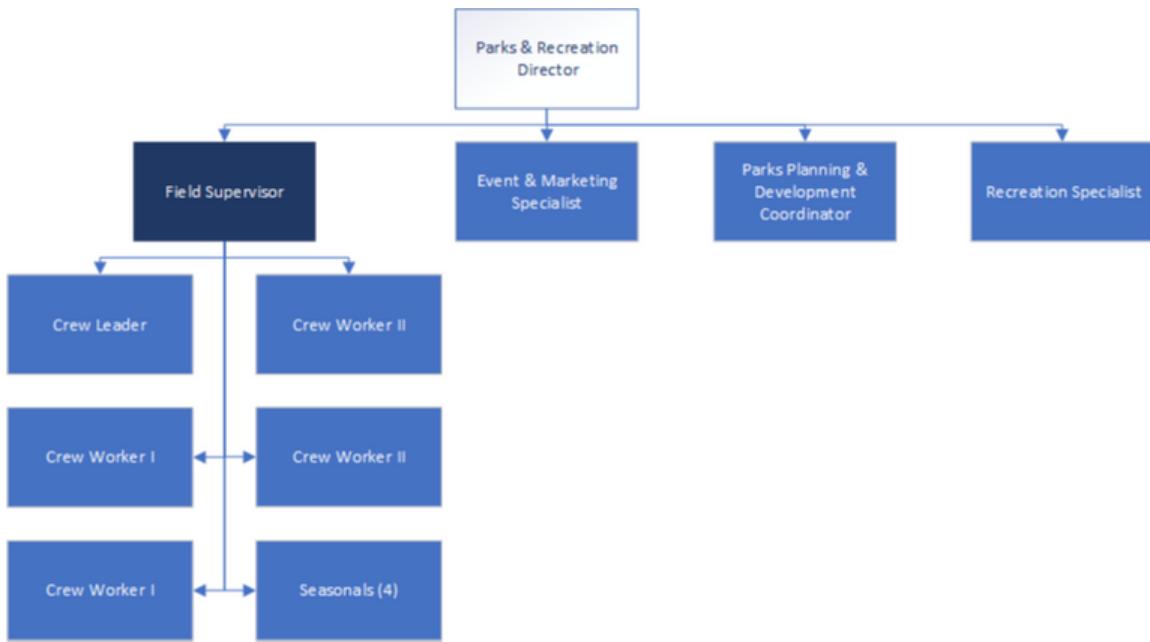
The park crew are responsible for:

- Performing facility and ground maintenance, including landscaping, irrigation, trail maintenance and smaller construction projects.
- Inspect and repair facilities, including restrooms, docks and playgrounds.
- Placing buoys, maintaining swim lines and assisting with lake safety.
- Providing events and recreation support.

The Parks and Recreation Department was established in August 2022. Prior to this date, parks and recreational needs were a shared responsibility between the Planning & Community Development and Public Works Departments.



Organizational Chart

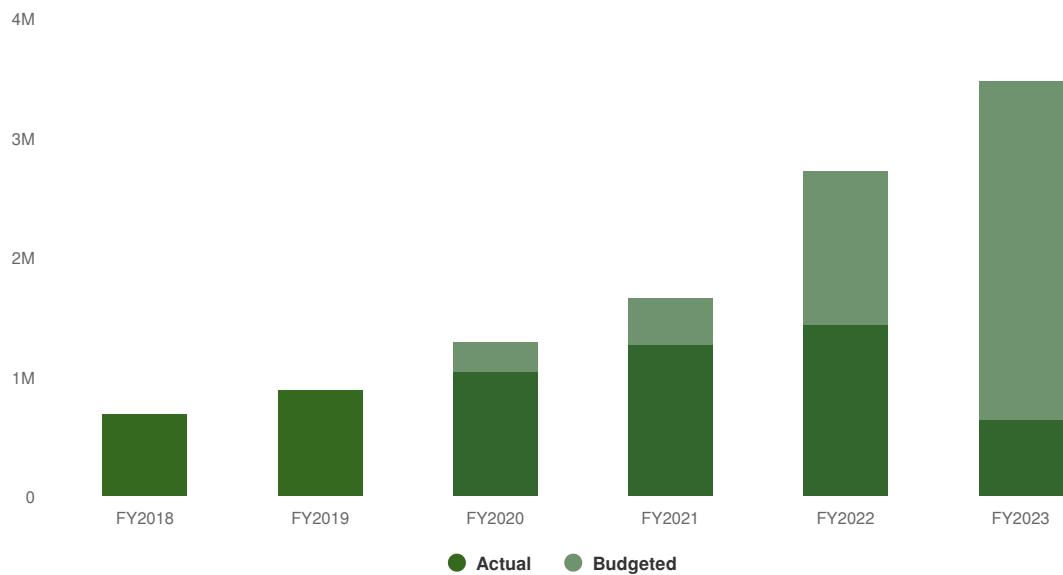


Expenditures Summary

\$3,488,302 \$754,824

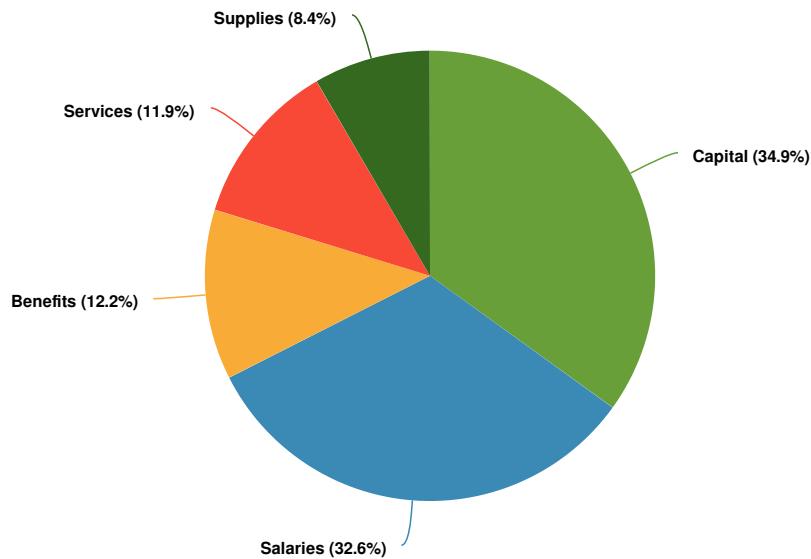
(27.61% vs. prior year)

Parks Proposed and Historical Budget vs. Actual

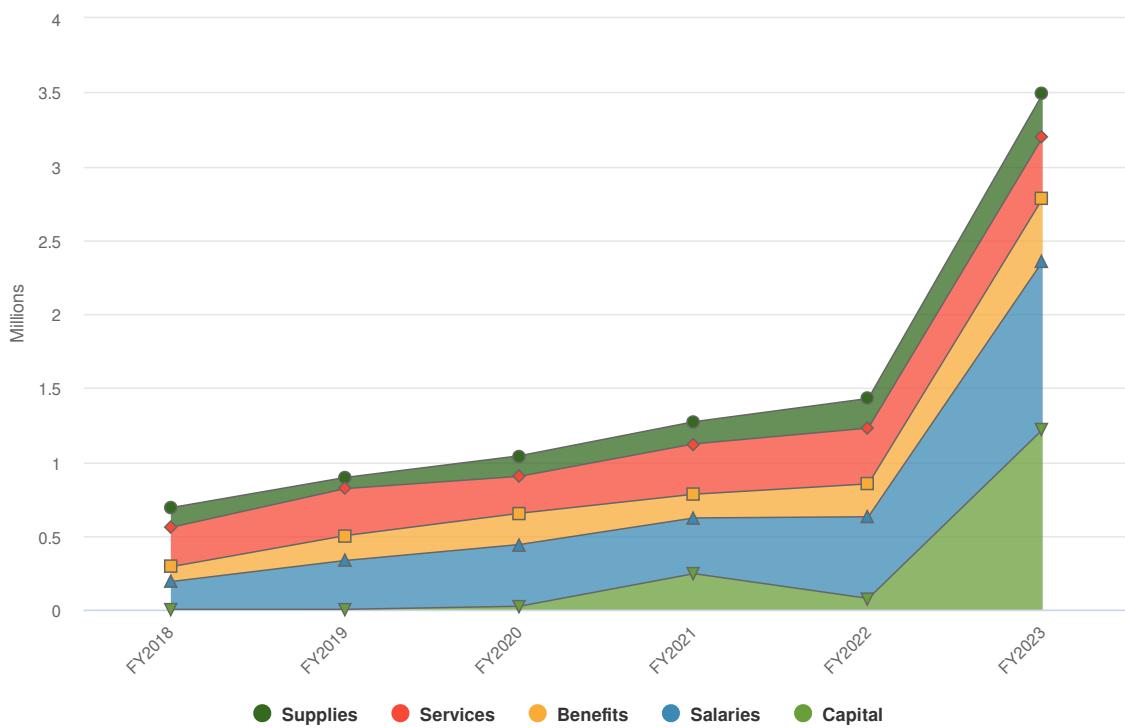


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
Expense Objects						
Salaries						
PK-Salaries	001-010-576-80-11-00	\$529,564	\$572,451	\$1,121,498	95.9%	
PK-Overtime	001-010-576-80-12-00	\$22,681	\$16,000	\$16,000	0%	
Park CP Salaries	001-010-594-76-11-00	\$0	\$4,000	\$0	-100%	
Total Salaries:		\$552,245	\$592,451	\$1,137,498	92%	
Benefits						
PK-Benefits	001-010-576-80-20-00	\$111,942	\$177,922	\$216,257	21.5%	
PK-Social Security	001-010-576-80-21-00	\$42,394	\$31,000	\$80,373	159.3%	
PK-Retirement	001-010-576-80-22-00	\$54,655	\$40,100	\$108,494	170.6%	
PK-Workers Comp	001-010-576-80-24-00	\$11,928	\$12,000	\$20,490	70.8%	
PK-Clothing - Boot Allowance	001-010-576-80-26-00	\$1,541	\$0	\$0	0%	
Park CP Benefits	001-010-594-76-20-00	\$0	\$1,000	\$0	-100%	
Total Benefits:		\$222,460	\$262,022	\$425,614	62.4%	
Supplies						
PK-Operating Costs	001-010-576-80-31-00	\$177,073	\$135,000	\$118,200	-12.4%	
PK-Ops-Clothing	001-010-576-80-31-01	\$3,596	\$4,700	\$7,800	66%	
PK-Office Supplies	001-010-576-80-31-02	\$0	\$0	\$1,500	N/A	
PK- Equipment & Tools	001-010-576-80-31-03	\$0	\$0	\$18,000	N/A	
PK-Vandalism Supplies	001-010-576-80-31-04	\$0	\$0	\$8,000	N/A	
PK-R&M Supplies	001-010-576-80-31-05	\$0	\$0	\$80,000	N/A	
PK-Lake Safety	001-010-576-80-31-06	\$884	\$4,000	\$8,000	100%	
PK-Recreation Supplies	001-010-576-80-31-07	\$0	\$0	\$11,500	N/A	
PK-Special Event Supplies	001-010-576-80-31-08	\$0	\$0	\$15,000	N/A	
PK - Quartermaster Supplies	001-010-576-80-31-09	\$0	\$0	\$15,000	N/A	
PK-Boat Launch Expenses	001-010-576-80-31-10	\$2	\$21,000	\$8,000	-61.9%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
PK-Fuel Costs	001-010-576-80-32-00	\$18,750	\$20,000	\$2,000	-90%	
Total Supplies:		\$200,305	\$184,700	\$293,000	58.6%	
Services						
PK - Contrib to PW Equpt	001-010-576-80-40-02	\$40,000	\$40,000	\$40,000	0%	
PK-Professional Services	001-010-576-80-41-00	\$51,057	\$100,000	\$37,000	-63%	
PK-Professional Tree Srv	001-010-576-80-41-01	\$68,385	\$150,000	\$60,000	-60%	
PK-Row Club Discount on Rent	001-010-576-80-41-02	\$2,991	\$2,500	\$2,990	19.6%	
PK-Communication	001-010-576-80-42-00	\$19,173	\$9,000	\$20,000	122.2%	
PK-Advertising Services	001-010-576-80-42-01	\$0	\$0	\$3,000	N/A	
PK-Travel & Meetings	001-010-576-80-43-00	\$2,042	\$200	\$20,000	9,900%	
PK-Equipment Rental	001-010-576-80-45-00	\$34,880	\$8,000	\$32,000	300%	
PK-Dumpster Service	001-010-576-80-45-01	\$0	\$3,500	\$0	-100%	
PK-Insurance	001-010-576-80-46-00	\$52,565	\$52,565	\$72,400	37.7%	
PK-Utilities	001-010-576-80-47-00	\$45,649	\$40,000	\$47,000	17.5%	
PK-Storm Drainage	001-010-576-80-47-01	\$23,490	\$23,490	\$32,503	38.4%	
PK-Repair & Maintenance	001-010-576-80-48-00	\$28,639	\$27,500	\$26,000	-5.5%	
PK-Dues & Memberships	001-010-576-80-49-00	\$1,192	\$150	\$500	233.3%	
PK-Staff Development	001-010-576-80-49-01	\$7,302	\$3,400	\$20,000	488.2%	
Total Services:		\$377,365	\$460,305	\$413,393	-10.2%	
Capital						
PK-Capital Outlay	001-010-594-76-64-00	\$0	\$0	\$75,237	N/A	
PR - Davies Pier Restoration	004-010-594-76-60-00	\$50,000	\$50,000	\$0	-100%	
PR - Eagle Ridge Park	004-010-594-76-60-01	\$0	\$459,000	\$459,000	0%	
PR - Frontier Heights Park P2	004-010-594-76-60-02	\$25,815	\$225,000	\$184,560	-18%	
PR - Powerline Trail	004-010-594-76-60-03	\$0	\$500,000	\$500,000	0%	
Total Capital:		\$75,815	\$1,234,000	\$1,218,797	-1.2%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Total Expense Objects:		\$1,428,190	\$2,733,478	\$3,488,302	27.6%	



General Government

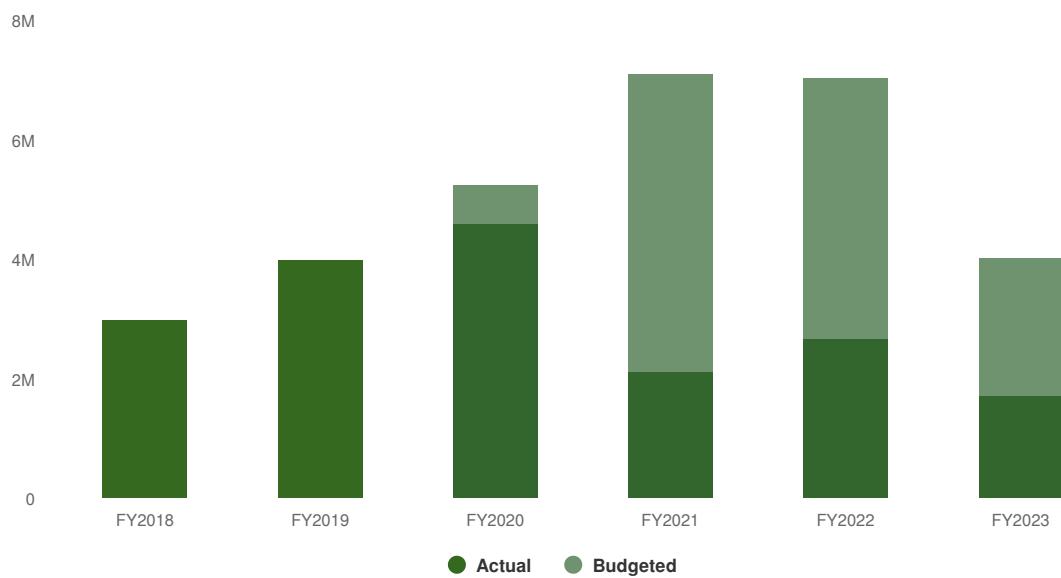
Expenditures Summary

\$4,018,504

-\$3,021,242

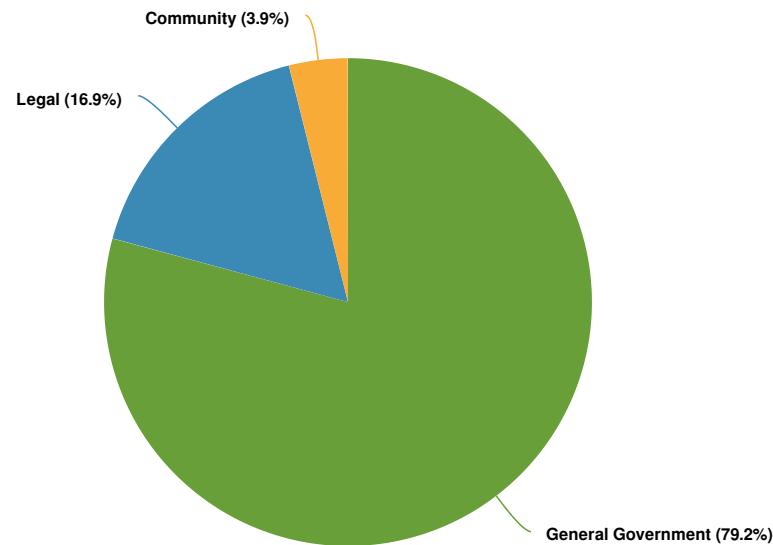
(-42.92% vs. prior year)

General Government Proposed and Historical Budget vs. Actual

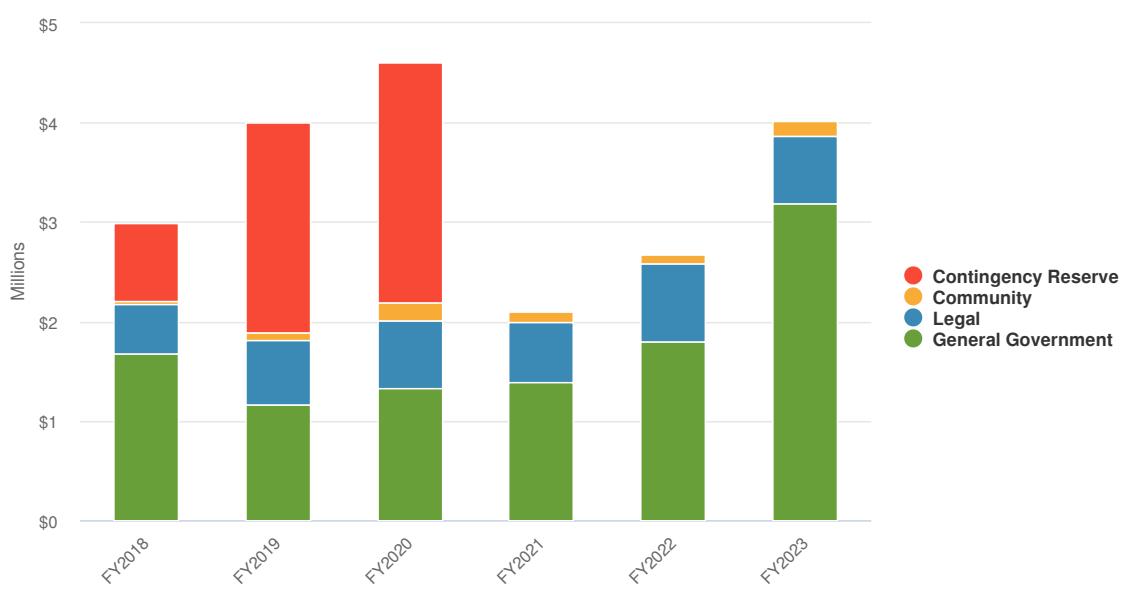


Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expenditures						
Legal						

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Ext Consultation - City Atty	001-011-515-41-41-00	\$316,016	\$328,000	\$175,750	-46.4%	
Ext Consult - PRA	001-011-515-41-41-01	\$19,413	\$20,000	\$21,406	7%	
Ext Consult - Prosecutor Svcs	001-011-515-41-41-02	\$165,821	\$170,000	\$178,400	4.9%	
Ext Consult - Labor Relations	001-011-515-41-41-03	\$21,940	\$25,000	\$80,000	220%	
Ext Attorney - Sewer	001-011-515-41-41-04	\$16,053	\$50,000	\$50,000	0%	
Ext Litigation - City Atty	001-011-515-45-41-00	\$15,230	\$5,000	\$25,486	409.7%	
Ext Litigation - Sewer	001-011-515-45-41-02	\$84,762	\$140,000	\$0	-100%	
LG-General Public Defender	001-011-515-91-41-00	\$133,570	\$135,000	\$135,000	0%	
Social Worker Program (Grant)	001-011-515-91-41-01	\$12,720	\$13,870	\$12,720	-8.3%	
Grant Exp - Arlington	001-011-518-63-40-00	\$0	\$14,400	\$0	-100%	
Total Legal:		\$785,525	\$901,270	\$678,762	-24.7%	
Community						
CS- Senior Services-Supplies	001-012-569-00-31-00	\$0	\$250	\$0	-100%	
CS- Library-Office & Operating	001-012-572-20-31-00	\$868	\$500	\$0	-100%	
CS- Aquafest	001-012-573-90-31-00	\$0	\$3,500	\$0	-100%	
CS- Museum - Operating	001-012-575-30-31-00	\$0	\$100	\$0	-100%	
CS- The Mill- Ops	001-012-575-50-31-00	\$20,655	\$37,000	\$10,000	-73%	
CS- Grimm House - Operating	001-012-575-51-31-00	\$597	\$50,000	\$50,000	0%	
CS- VIC Utilities	001-012-557-30-40-01	\$1,759	\$1,300	\$2,239	72.2%	
CS- Human Services	001-012-565-10-49-00	\$0	\$20,000	\$30,000	50%	
CS- Veteran Services	001-012-565-20-40-00	\$1,121	\$3,414	\$0	-100%	
CS- Senior Services R&M	001-012-569-00-48-00	\$329	\$1,500	\$1,500	0%	
CS- Special Event-Equip Rent	001-012-571-20-45-00	\$0	\$1,500	\$0	-100%	
CS- Library-Utilities	001-012-572-20-47-00	\$7,807	\$10,000	\$8,032	-19.7%	
CS- Library Storm Drainage	001-012-572-20-47-01	\$2,146	\$2,147	\$2,220	3.4%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
CS- Library-Repair & Maint	001-012-572-20-48-00	\$5,219	\$1,500	\$3,000	100%	
CS- Museum - Communications	001-012-575-30-42-00	\$843	\$3,500	\$1,000	-71.4%	
CS- Museum - Utilities	001-012-575-30-47-00	\$7,077	\$1,500	\$6,773	351.5%	
CS- The Mill- Janitorial	001-012-575-50-41-00	\$915	\$5,000	\$0	-100%	
CS- The Mill- Communication	001-012-575-50-42-00	\$843	\$500	\$850	70%	
CS- The Mill- Utilities	001-012-575-50-47-00	\$18,902	\$20,000	\$17,697	-11.5%	
CS- The Mill - R & M	001-012-575-50-48-00	\$2,155	\$2,000	\$2,000	0%	
CS- Grimm House Utilities	001-012-575-51-47-00	\$1,769	\$1,500	\$1,500	0%	
CS- The Mill - Capital	001-012-594-75-64-00	\$10,573	\$21,100	\$10,526	-50.1%	
Art - Public Art Acquisition	112-012-594-73-63-00	\$6,970	\$16,180	\$9,210	-43.1%	
Total Community:		\$90,548	\$203,991	\$156,547	-23.3%	
General Government						
Refund	001-013-582-10-00-00	\$0	\$200	\$25,000	12,400%	
Refund of Retainage Deposits	001-013-582-20-00-00	\$13,244	\$0	\$0	0%	
GG-Contrib to Muni Arts Fund	001-013-597-00-00-07	\$0	\$11,000	\$0	-100%	
GG-Salaries Regular	001-013-518-30-11-00	\$256,507	\$399,721	\$374,416	-6.3%	
GG-Salaries Overtime	001-013-518-30-12-00	\$11,618	\$11,000	\$11,000	0%	
GG-Benefits	001-013-518-30-20-00	\$67,246	\$170,072	\$104,138	-38.8%	
GG-Social Security	001-013-518-30-21-00	\$20,893	\$26,500	\$28,493	7.5%	
GG-Retirement	001-013-518-30-22-00	\$27,727	\$36,500	\$38,698	6%	
GG-Deferred Match Program	001-013-518-30-22-01	\$0	\$0	\$9,892	N/A	
GG-Workers Comp	001-013-518-30-24-00	\$6,216	\$10,400	\$6,185	-40.5%	
GG-Clothing-Boot Allowance	001-013-518-30-26-00	\$0	\$1,000	\$0	-100%	
GG-Operating Costs	001-013-518-20-31-00	\$17,640	\$17,400	\$17,000	-2.3%	
GG - Quartermaster Supplies	001-013-518-20-31-01	\$0	\$0	\$5,000	N/A	



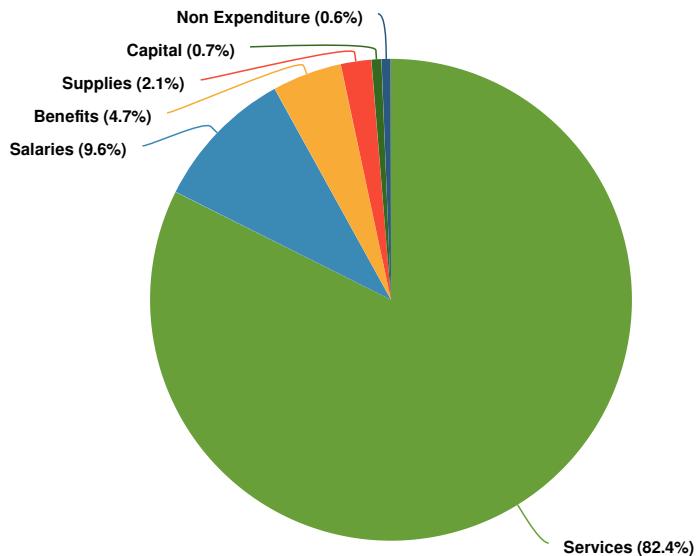
Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
GG-Fuel	001-013-518-20-32-00	\$15	\$500	\$500	0%	
RR - Supplies	004-013-518-20-30-00	\$174	\$536	\$0	-100%	
Lobbying Services	001-013-511-70-40-00	\$69,974	\$65,000	\$65,000	0%	
GG-Municipal Court Fees 2022	001-013-512-52-40-00	\$81,814	\$200,000	\$100,000	-50%	
GG-Professional Service	001-013-518-20-41-00	\$151,401	\$141,000	\$125,000	-11.3%	
GG-Communication	001-013-518-20-42-00	\$5,335	\$4,800	\$5,500	14.6%	
GG-Rental & Services	001-013-518-20-45-00	\$862	\$2,500	\$1,500	-40%	
GG-Insurance	001-013-518-20-46-00	\$160,991	\$160,991	\$182,400	13.3%	
GG-Utilities	001-013-518-20-47-00	\$27,487	\$18,500	\$18,500	0%	
GG-Storm Drainage	001-013-518-20-47-01	\$36,222	\$29,611	\$30,515	3.1%	
GG-Utilities for Rentals	001-013-518-20-47-02	\$16,617	\$30,000	\$16,471	-45.1%	
GG-Repair & Maintenance	001-013-518-20-48-00	\$31,958	\$90,000	\$40,000	-55.6%	
GG - R&M - Commercial Bldg	001-013-518-20-48-01			\$50,000	N/A	
GG-Miscellaneous	001-013-518-20-49-00	\$1,963	\$1,000	\$1,500	50%	
GG-Advertising	001-013-518-30-41-01	\$1,164	\$4,000	\$1,000	-75%	
GG - Contrib to Unemployment	001-013-518-90-40-00	\$0	\$0	\$24,394	N/A	
GG - Contrib to Computer	001-013-518-90-40-01	\$254,100	\$254,100	\$254,100	0%	
GG-PSRC	001-013-518-90-49-00	\$12,800	\$12,000	\$14,000	16.7%	
GG-Chamber of Commerce	001-013-518-90-49-01	\$18,295	\$18,000	\$18,295	1.6%	
GG-Economic Alliance	001-013-518-90-49-02	\$3,000	\$3,000	\$3,000	0%	
GG-Visitor Center -SnoCo Contr	001-013-518-90-49-03	\$0	\$800	\$0	-100%	
GG-AWC	001-013-518-90-49-04	\$27,092	\$28,000	\$35,000	25%	
GG-SnoCo Tomorrow	001-013-518-90-49-05	\$7,524	\$7,000	\$8,502	21.5%	
GG-Excise Tax	001-013-518-90-49-06	\$30,743	\$1,000	\$13,206	1,220.6%	
GG-Snohomish Health District	001-013-518-90-49-09	\$0	\$39,000	\$0	-100%	



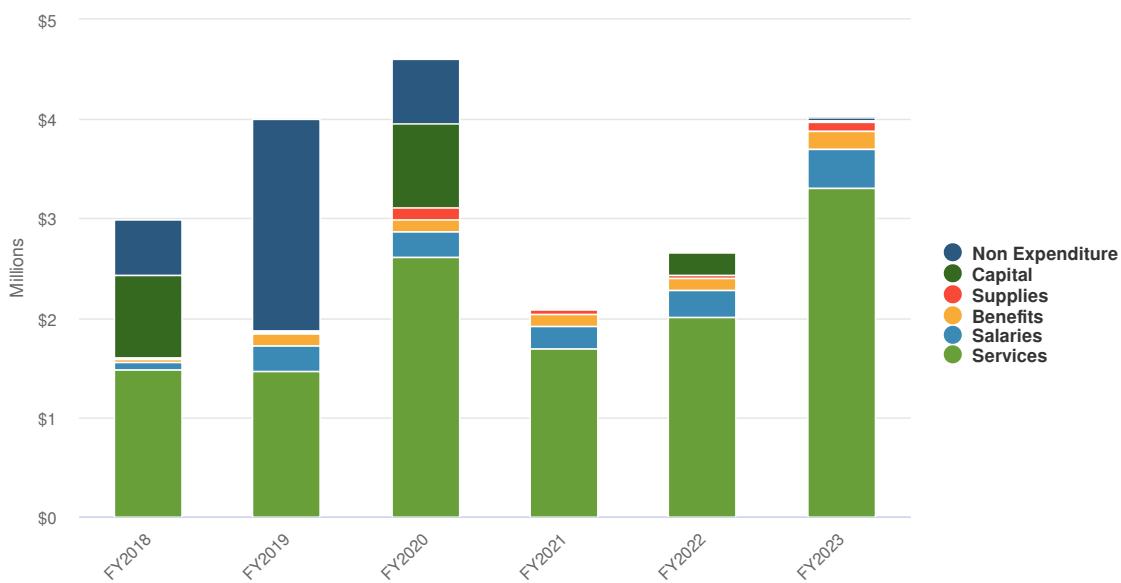
Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
GG-Emergency	001-013-525-10-41-00	\$50,705	\$44,000	\$58,817	33.7%	
GG - Air Pollution	001-013-553-70-41-00	\$23,581	\$23,000	\$26,472	15.1%	
GG - Liquor Tax to SnoCo	001-013-566-00-41-00	\$11,678	\$10,000	\$11,620	16.2%	
RR - Professional Services	004-013-518-20-40-00	\$113,875	\$331,362	\$150,502	-54.6%	
RR - Service Org Contributions	004-013-518-63-40-00	\$30,000	\$30,000	\$300,000	900%	
PR - Food Bank Service Org	004-013-518-63-40-01	\$0	\$950,000	\$950,000	0%	
PR - VOA Service Org	004-013-518-63-40-02	\$0	\$50,000	\$50,000	0%	
GG - Capital Outlays	001-013-594-18-60-00	\$0	\$0	\$7,579	N/A	
RR - Capital Purchases	004-013-594-18-60-01	\$203,999	\$2,700,992	\$0	-100%	
Total General Government:		\$1,794,460	\$5,934,485	\$3,183,195	-46.4%	
Total Expenditures:		\$2,670,533	\$7,039,746	\$4,018,504	-42.9%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Non Expenditure						
Refund	001-013-582-10-00-00	\$0	\$200	\$25,000	12,400%	
Refund of Retainage Deposits	001-013-582-20-00-00	\$13,244	\$0	\$0	0%	
GG-Contrib to Muni Arts Fund	001-013-597-00-00-07	\$0	\$11,000	\$0	-100%	
Total Non Expenditure:		\$13,244	\$11,200	\$25,000	123.2%	
Salaries						
GG-Salaries Regular	001-013-518-30-11-00	\$256,507	\$399,721	\$374,416	-6.3%	
GG-Salaries Overtime	001-013-518-30-12-00	\$11,618	\$11,000	\$11,000	0%	
Total Salaries:		\$268,125	\$410,721	\$385,416	-6.2%	
Benefits						
GG-Benefits	001-013-518-30-20-00	\$67,246	\$170,072	\$104,138	-38.8%	
GG-Social Security	001-013-518-30-21-00	\$20,893	\$26,500	\$28,493	7.5%	
GG-Retirement	001-013-518-30-22-00	\$27,727	\$36,500	\$38,698	6%	
GG-Deferred Match Program	001-013-518-30-22-01	\$0	\$0	\$9,892	N/A	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
GG-Workers Comp	001-013-518-30-24-00	\$6,216	\$10,400	\$6,185	-40.5%	
GG-Clothing-Boot Allowance	001-013-518-30-26-00	\$0	\$1,000	\$0	-100%	
Total Benefits:		\$122,082	\$244,472	\$187,406	-23.3%	
Supplies						
CS- Senior Services-Supplies	001-012-569-00-31-00	\$0	\$250	\$0	-100%	
CS- Library-Office & Operating	001-012-572-20-31-00	\$868	\$500	\$0	-100%	
CS- Aquafest	001-012-573-90-31-00	\$0	\$3,500	\$0	-100%	
CS- Museum - Operating	001-012-575-30-31-00	\$0	\$100	\$0	-100%	
CS- The Mill- Ops	001-012-575-50-31-00	\$20,655	\$37,000	\$10,000	-73%	
CS- Grimm House - Operating	001-012-575-51-31-00	\$597	\$50,000	\$50,000	0%	
GG-Operating Costs	001-013-518-20-31-00	\$17,640	\$17,400	\$17,000	-2.3%	
GG - Quartermaster Supplies	001-013-518-20-31-01	\$0	\$0	\$5,000	N/A	
GG-Fuel	001-013-518-20-32-00	\$15	\$500	\$500	0%	
RR - Supplies	004-013-518-20-30-00	\$174	\$536	\$0	-100%	
Total Supplies:		\$39,949	\$109,786	\$82,500	-24.9%	
Services						
Ext Consultation - City Atty	001-011-515-41-41-00	\$316,016	\$328,000	\$175,750	-46.4%	
Ext Consult - PRA	001-011-515-41-41-01	\$19,413	\$20,000	\$21,406	7%	
Ext Consult - Prosecutor Svcs	001-011-515-41-41-02	\$165,821	\$170,000	\$178,400	4.9%	
Ext Consult - Labor Relations	001-011-515-41-41-03	\$21,940	\$25,000	\$80,000	220%	
Ext Attorney - Sewer	001-011-515-41-41-04	\$16,053	\$50,000	\$50,000	0%	
Ext Litigation - City Atty	001-011-515-45-41-00	\$15,230	\$5,000	\$25,486	409.7%	
Ext Litigation - Sewer	001-011-515-45-41-02	\$84,762	\$140,000	\$0	-100%	
LG-General Public Defender	001-011-515-91-41-00	\$133,570	\$135,000	\$135,000	0%	
Social Worker Program (Grant)	001-011-515-91-41-01	\$12,720	\$13,870	\$12,720	-8.3%	
Grant Exp - Arlington	001-011-518-63-40-00	\$0	\$14,400	\$0	-100%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
CS- VIC Utilities	001-012-557-30-40-01	\$1,759	\$1,300	\$2,239	72.2%	
CS- Human Services	001-012-565-10-49-00	\$0	\$20,000	\$30,000	50%	
CS- Veteran Services	001-012-565-20-40-00	\$1,121	\$3,414	\$0	-100%	
CS- Senior Services R&M	001-012-569-00-48-00	\$329	\$1,500	\$1,500	0%	
CS- Special Event-Equip Rent	001-012-571-20-45-00	\$0	\$1,500	\$0	-100%	
CS- Library-Utilities	001-012-572-20-47-00	\$7,807	\$10,000	\$8,032	-19.7%	
CS- Library Storm Drainage	001-012-572-20-47-01	\$2,146	\$2,147	\$2,220	3.4%	
CS- Library-Repair & Maint	001-012-572-20-48-00	\$5,219	\$1,500	\$3,000	100%	
CS- Museum - Communications	001-012-575-30-42-00	\$843	\$3,500	\$1,000	-71.4%	
CS- Museum - Utilities	001-012-575-30-47-00	\$7,077	\$1,500	\$6,773	351.5%	
CS- The Mill- Janitorial	001-012-575-50-41-00	\$915	\$5,000	\$0	-100%	
CS- The Mill- Communication	001-012-575-50-42-00	\$843	\$500	\$850	70%	
CS- The Mill- Utilities	001-012-575-50-47-00	\$18,902	\$20,000	\$17,697	-11.5%	
CS- The Mill - R & M	001-012-575-50-48-00	\$2,155	\$2,000	\$2,000	0%	
CS- Grimm House Utilities	001-012-575-51-47-00	\$1,769	\$1,500	\$1,500	0%	
Lobbying Services	001-013-511-70-40-00	\$69,974	\$65,000	\$65,000	0%	
GG-Municipal Court Fees 2022	001-013-512-52-40-00	\$81,814	\$200,000	\$100,000	-50%	
GG-Professional Service	001-013-518-20-41-00	\$151,401	\$141,000	\$125,000	-11.3%	
GG-Communication	001-013-518-20-42-00	\$5,335	\$4,800	\$5,500	14.6%	
GG-Rental & Services	001-013-518-20-45-00	\$862	\$2,500	\$1,500	-40%	
GG-Insurance	001-013-518-20-46-00	\$160,991	\$160,991	\$182,400	13.3%	
GG-Utilities	001-013-518-20-47-00	\$27,487	\$18,500	\$18,500	0%	
GG-Storm Drainage	001-013-518-20-47-01	\$36,222	\$29,611	\$30,515	3.1%	
GG-Utilities for Rentals	001-013-518-20-47-02	\$16,617	\$30,000	\$16,471	-45.1%	
GG-Repair & Maintenance	001-013-518-20-48-00	\$31,958	\$90,000	\$40,000	-55.6%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
GG - R&M - Commercial Bldg	001-013-518-20-48-01			\$50,000	N/A	
GG-Miscellaneous	001-013-518-20-49-00	\$1,963	\$1,000	\$1,500	50%	
GG-Advertising	001-013-518-30-41-01	\$1,164	\$4,000	\$1,000	-75%	
GG - Contrib to Unemployment	001-013-518-90-40-00	\$0	\$0	\$24,394	N/A	
GG - Contrib to Computer	001-013-518-90-40-01	\$254,100	\$254,100	\$254,100	0%	
GG-PSRC	001-013-518-90-49-00	\$12,800	\$12,000	\$14,000	16.7%	
GG-Chamber of Commerce	001-013-518-90-49-01	\$18,295	\$18,000	\$18,295	1.6%	
GG-Economic Alliance	001-013-518-90-49-02	\$3,000	\$3,000	\$3,000	0%	
GG-Visitor Center - SnoCo Contr	001-013-518-90-49-03	\$0	\$800	\$0	-100%	
GG-AWC	001-013-518-90-49-04	\$27,092	\$28,000	\$35,000	25%	
GG-SnoCo Tomorrow	001-013-518-90-49-05	\$7,524	\$7,000	\$8,502	21.5%	
GG-Excise Tax	001-013-518-90-49-06	\$30,743	\$1,000	\$13,206	1,220.6%	
GG-Snohomish Health District	001-013-518-90-49-09	\$0	\$39,000	\$0	-100%	
GG-Emergency	001-013-525-10-41-00	\$50,705	\$44,000	\$58,817	33.7%	
GG - Air Pollution	001-013-553-70-41-00	\$23,581	\$23,000	\$26,472	15.1%	
GG - Liquor Tax to SnoCo	001-013-566-00-41-00	\$11,678	\$10,000	\$11,620	16.2%	
RR - Professional Services	004-013-518-20-40-00	\$113,875	\$331,362	\$150,502	-54.6%	
RR - Service Org Contributions	004-013-518-63-40-00	\$30,000	\$30,000	\$300,000	900%	
PR - Food Bank Service Org	004-013-518-63-40-01	\$0	\$950,000	\$950,000	0%	
PR - VOA Service Org	004-013-518-63-40-02	\$0	\$50,000	\$50,000	0%	
Total Services:		\$2,005,591	\$3,525,295	\$3,310,867	-6.1%	
Capital						
CS- The Mill - Capital	001-012-594-75-64-00	\$10,573	\$21,100	\$10,526	-50.1%	
Art - Public Art Acquisition	112-012-594-73-63-00	\$6,970	\$16,180	\$9,210	-43.1%	
GG - Capital Outlays	001-013-594-18-60-00	\$0	\$0	\$7,579	N/A	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
RR - Capital Purchases	004-013-594-18-60-01	\$203,999	\$2,700,992	\$0	-100%	
Total Capital:		\$221,542	\$2,738,272	\$27,315	-99%	
Total Expense Objects:		\$2,670,533	\$7,039,746	\$4,018,504	-42.9%	



Public Works



Aaron Halverson
Public Works Director

The Lake Stevens Public Works Department has three divisions; operations, surface water, and engineering. The department has 32 full-time employees and two seasonal employees who operate and maintain:

- 227 miles of roadway
- 114 miles of sidewalks
- 10 facilities (Public Works Shop, Decant Facility, Mill, City Hall, Police Station, Library, Senior Center, Food Bank Building, Visitor Information Center, South Lake Stevens Road Commercial Building)
- 5,500 catchbasins
- 95 stormwater ponds/facilities
- 130 miles of stormwater pipe

The department is also responsible for capital project planning/design/construction, reviewing private developer plans for compliance with design standards and stormwater controls, managing lake health, and implementing the National Pollutant Discharge Elimination Phase II Permit.

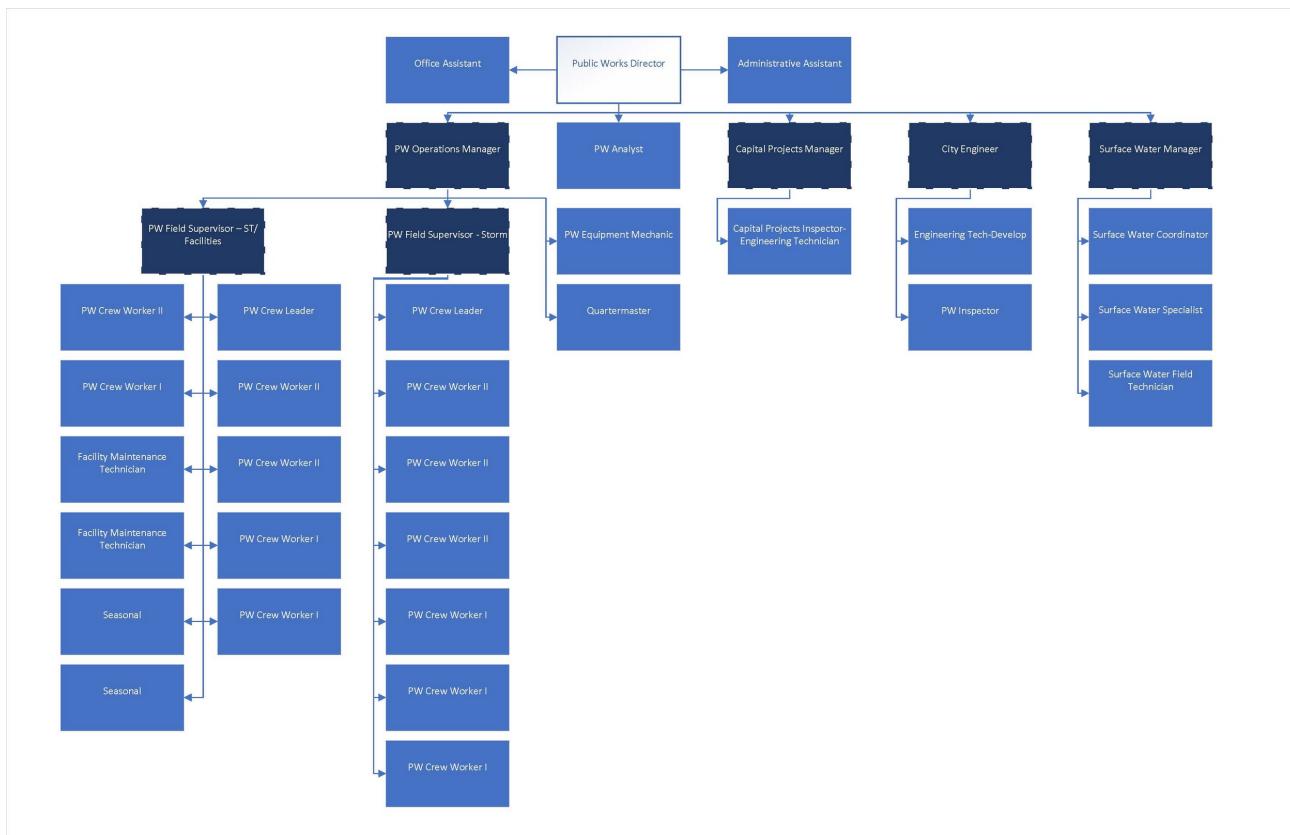
Public Works Organization

OUR MISSION

We serve the Lake Stevens community by providing consistent maintenance and operations for the City through professional public works services, organizational excellence, and community interaction.

OUR VISION

The Lake Stevens Public Works Department is a trusted, safety-minded, and qualified group of dedicated public works professionals. As a team, we work tirelessly to set the standard for public works operations and maintenance.

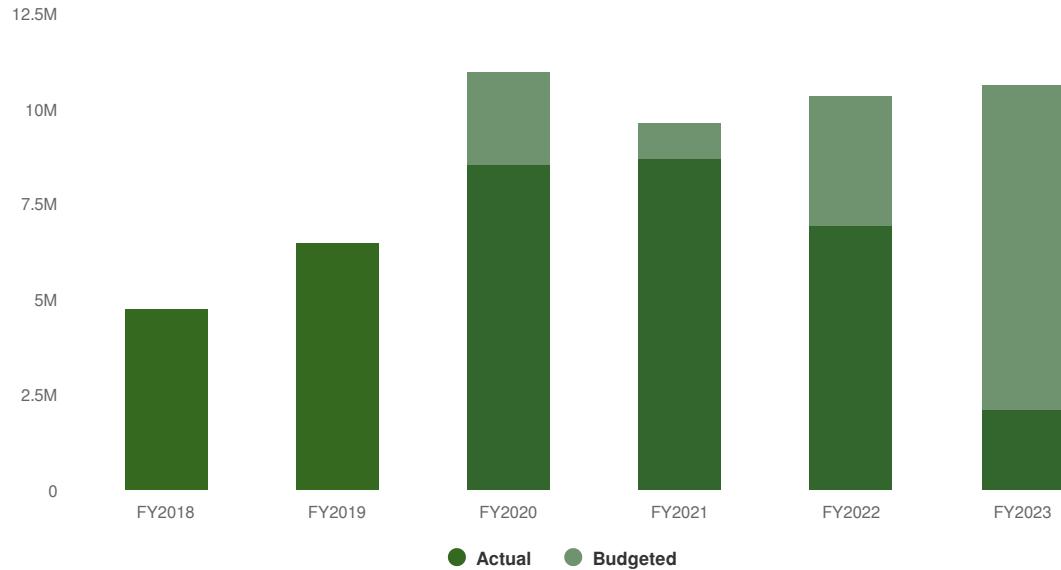


Expenditures Summary

\$10,613,212 **\$281,323**

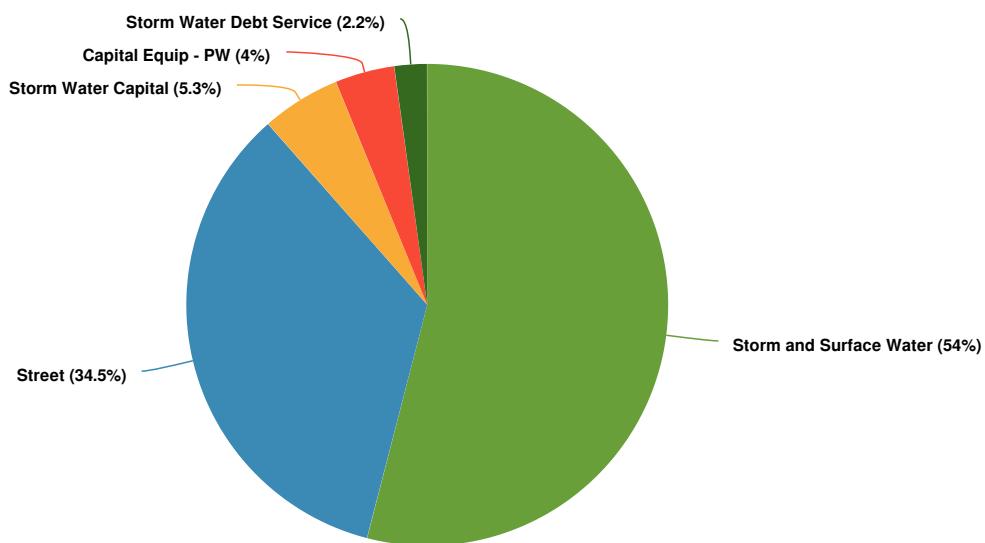
(2.72% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

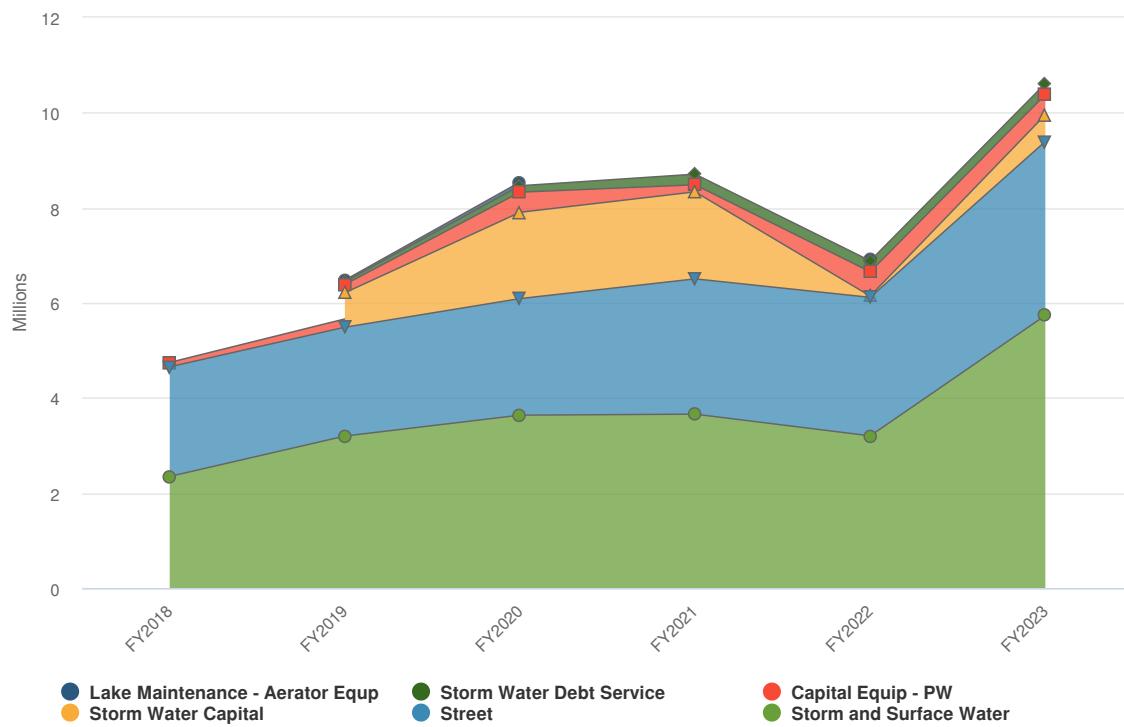


Expenditures by Fund

2023 Expenditures by Fund

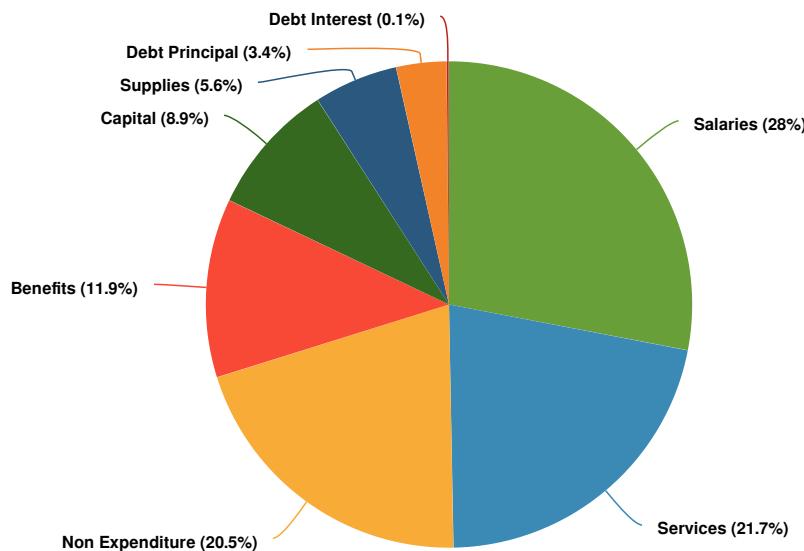


Budgeted and Historical 2023 Expenditures by Fund

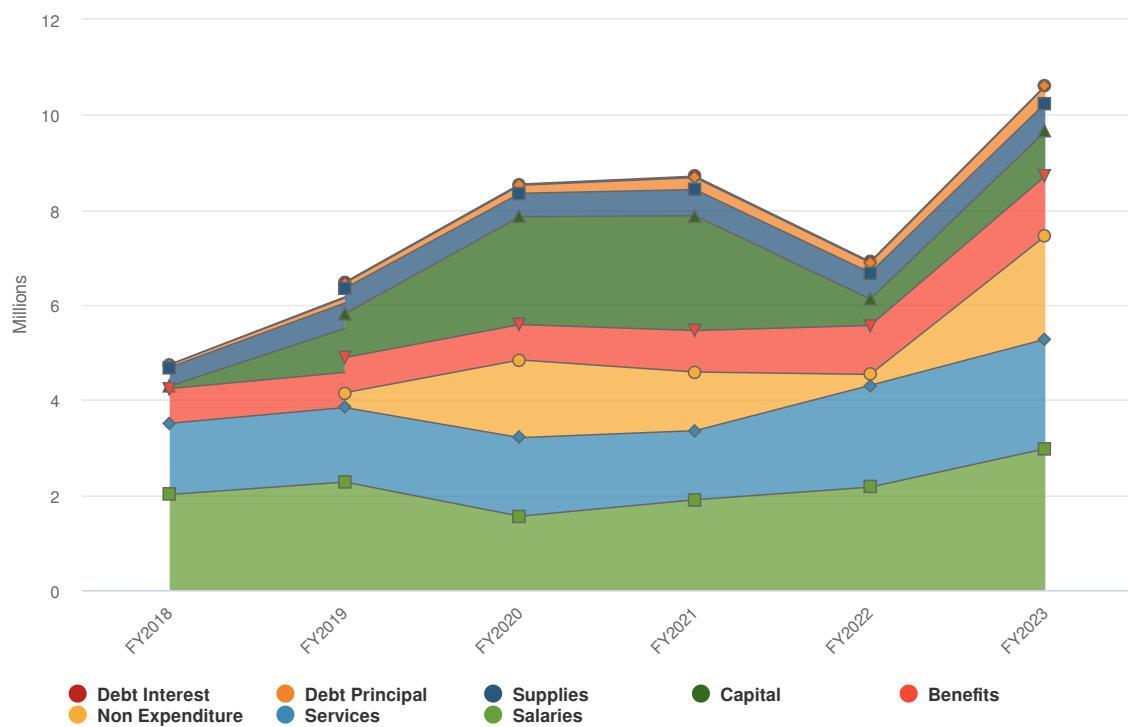


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Non Expenditure						
PW Retainage Release	101-016-582-20-00-00	\$0	\$25,000	\$40,000	60%	
SW- Transfer to SWM Capital	410-016-597-00-00-05	\$0	\$1,750,000	\$1,890,000	8%	
SW - Transfer to SWM Debt	410-016-597-00-00-06	\$230,324	\$230,334	\$231,264	0.4%	
Retainage Release	411-016-582-20-00-00	\$0	\$5,000	\$10,000	100%	
Total Non Expenditure:		\$230,324	\$2,010,334	\$2,171,264	8%	
Salaries						
ST-Salaries	101-016-542-30-11-00	\$856,855	\$980,942	\$1,135,691	15.8%	
ST-Overtime	101-016-542-30-12-00	\$38,268	\$30,000	\$35,000	16.7%	
Street CP Salaries	101-016-594-44-11-00	\$0	\$8,000	\$30,000	275%	
SW-Salaries	410-016-531-10-11-00	\$1,229,200	\$1,532,380	\$1,722,791	12.4%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
SW-Overtime	410-016-531-10-12-00	\$39,891	\$40,000	\$40,000	0%	
SWM CP Salaries	411-016-594-31-11-00	\$0	\$80,000	\$10,000	-87.5%	
Total Salaries:		\$2,164,214	\$2,671,322	\$2,973,482	11.3%	
Benefits						
ST-Benefits	101-016-542-30-20-00	\$231,086	\$275,002	\$273,827	-0.4%	
ST-Social Security	101-016-542-30-21-00	\$68,798	\$73,500	\$78,464	6.8%	
ST-Retirement	101-016-542-30-22-00	\$97,993	\$103,000	\$111,360	8.1%	
ST-Workers Comp	101-016-542-30-24-00	\$13,736	\$18,500	\$17,259	-6.7%	
ST-Clothing - Boot Allowance	101-016-542-30-26-00	\$2,964	\$0	\$3,771	N/A	
Street CP Benefits	101-016-594-44-20-00	\$0	\$2,000	\$13,654	582.7%	
SW-Benefits	410-016-531-10-20-00	\$355,008	\$468,076	\$431,377	-7.8%	
SW-Social Security	410-016-531-10-21-00	\$97,127	\$109,500	\$122,331	11.7%	
SW-Retirement	410-016-531-10-22-00	\$138,148	\$150,000	\$166,972	11.3%	
SW-Workers Comp	410-016-531-10-24-00	\$21,360	\$30,000	\$31,795	6%	
SW - Clothing - Boot Allowance	410-016-531-10-26-00	\$2,318	\$5,000	\$5,000	0%	
SWM CP Benefits	411-016-594-31-20-00	\$0	\$20,000	\$5,000	-75%	
Total Benefits:		\$1,028,538	\$1,254,578	\$1,260,810	0.5%	
Supplies						
ST-Fuel	101-016-542-30-32-00	\$37,378	\$35,000	\$35,700	2%	
ST-Traffic Control - Supply	101-016-542-64-31-00	\$40,442	\$30,000	\$30,000	0%	
ST-Snow & Ice - Sply	101-016-542-66-31-00	\$32,103	\$20,000	\$20,000	0%	
ST-Roadside - Supply	101-016-542-70-31-00	\$8,786	\$10,000	\$10,000	0%	
ST-Beautification Street Signs	101-016-542-70-31-01	\$1,283	\$2,000	\$2,000	0%	
ST-Clothing	101-016-542-90-31-01	\$5,436	\$7,000	\$7,000	0%	
ST-Office Supplies	101-016-544-90-31-01	\$8,907	\$1,000	\$4,000	300%	
ST-Operating Cost	101-016-544-90-31-02	\$157,080	\$135,000	\$150,000	11.1%	

Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
ST - Quartermaster Supplies	101-016-544-90-31-03	\$0	\$0	\$15,000		N/A
SW - Clothing	410-016-531-10-31-00	\$2,868	\$5,000	\$5,000		0%
SW - Office Supplies	410-016-531-10-31-01	\$8,842	\$6,000	\$6,000		0%
SW - Operating Costs	410-016-531-10-31-02	\$180,087	\$225,000	\$200,000		-11.1%
SW- Quartermaster Supplies	410-016-531-10-31-03	\$0	\$0	\$15,000		N/A
SW - Fuel	410-016-531-10-32-00	\$37,378	\$35,000	\$32,800		-6.3%
SW - Small Tools	410-016-531-10-35-00	\$28,080	\$15,000	\$15,000		0%
DOE - Capacity Exp 17-19	410-016-531-50-31-16	\$8,865	\$25,000	\$44,633		78.5%
Total Supplies:		\$557,535	\$551,000	\$592,133		7.5%
Services						
ST-Pavement Preservation	101-016-542-30-41-00	\$468,300	\$561,000	\$492,700		-12.2%
ST-Advertising	101-016-542-30-41-01	\$312	\$1,000	\$1,000		0%
ST-Professional Service	101-016-542-30-41-02	\$160,876	\$95,000	\$100,000		5.3%
ST - Prof Services - Comp Plan	101-016-542-30-41-03			\$80,200		N/A
ST-Rentals-Leases	101-016-542-30-45-00	\$14,039	\$3,000	\$3,000		0%
ST-Dumpster Service	101-016-542-30-45-01	\$43	\$3,000	\$0		-100%
ST-Repair & Maintenance	101-016-542-30-48-00	\$13,915	\$25,000	\$25,000		0%
ST-Miscellaneous	101-016-542-30-49-00	\$904	\$1,000	\$1,000		0%
ST-Staff Development	101-016-542-30-49-01	\$7,524	\$5,000	\$15,000		200%
ST-Storm Drainage	101-016-542-40-41-00	\$7,261	\$7,262	\$9,712		33.7%
ST-SWM Road Bond Debt	101-016-542-40-41-01	\$0	\$7,500	\$0		-100%
ST-Sidewalk R&M	101-016-542-61-48-00	\$24,901	\$10,150	\$45,000		343.3%
ST-Lighting - Utilities	101-016-542-63-47-00	\$183,996	\$180,000	\$187,608		4.2%
ST-Lighting - R&M	101-016-542-63-48-00	\$0	\$10,000	\$10,000		0%
ST-Traffic Control -Utility	101-016-542-64-47-00	\$5,145	\$3,600	\$4,919		36.6%



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
ST-Traffic Control - R&M	101-016-542-64-48-00	\$12,605	\$20,000	\$20,000	0%	
ST-Traf Control - Guardrail	101-016-542-64-48-01	\$0	\$40,000	\$40,000	0%	
ST-Traffic Control - Striping	101-016-542-64-48-02	\$116,253	\$120,000	\$120,000	0%	
ST - Contrib to PW Equipt	101-016-543-10-40-00	\$80,000	\$80,000	\$80,000	0%	
ST - Contrib to Computer	101-016-543-10-40-02	\$39,600	\$39,600	\$39,600	0%	
ST-Communications	101-016-543-30-42-00	\$13,512	\$11,000	\$13,251	20.5%	
ST-Travel & Meetings	101-016-543-30-43-00	\$5,914	\$4,000	\$8,000	100%	
ST-Insurance	101-016-543-30-46-00	\$119,025	\$119,026	\$123,380	3.7%	
ST - Contrib to Unemployment	101-016-543-40-40-01	\$0	\$0	\$303	N/A	
ST-Utilities	101-016-543-50-47-00	\$8,759	\$7,000	\$9,399	34.3%	
ST-Prof Srv - Engineering	101-016-544-20-41-00	\$11,979	\$20,000	\$10,000	-50%	
SW - Professional Services	410-016-531-10-41-01	\$179,244	\$57,000	\$60,000	5.3%	
SW - Milfoil Treatment	410-016-531-10-41-02	\$38,412	\$80,000	\$80,000	0%	
SW - Street Cleaning	410-016-531-10-41-03	\$31,651	\$30,000	\$30,000	0%	
SW - Software Maint & Support	410-016-531-10-41-04	\$0	\$0	\$2,000	N/A	
SW - Advertising	410-016-531-10-41-05	\$812	\$0	\$500	N/A	
SW - Billing Fees	410-016-531-10-41-07	\$35,196	\$35,200	\$40,000	13.6%	
SW - DOE Annual Permit	410-016-531-10-41-08	\$27,898	\$55,000	\$50,000	-9.1%	
SW - Communications	410-016-531-10-42-00	\$13,534	\$10,500	\$13,291	26.6%	
SW - Travel & Meetings	410-016-531-10-43-00	\$4,822	\$1,000	\$15,000	1,400%	
SW-Excise Taxes	410-016-531-10-44-00	\$78,886	\$71,025	\$72,389	1.9%	
SW - Dumpster Service	410-016-531-10-45-00	\$496	\$7,500	\$0	-100%	
SW - Rentals-Leases	410-016-531-10-45-01	\$163	\$20,000	\$20,000	0%	
SW-Insurance	410-016-531-10-46-00	\$75,480	\$75,480	\$144,570	91.5%	
SW - Utilities	410-016-531-10-47-00	\$8,759	\$7,000	\$9,308	33%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
SW - Drainage	410-016-531-10-47-01	\$6,240	\$6,240	\$9,198	47.4%	
SW - Repairs & Maintenance	410-016-531-10-48-00	\$20,953	\$35,000	\$35,000	0%	
SW - Miscellaneous	410-016-531-10-49-00	\$904	\$300	\$400	33.3%	
SW - Staff Development	410-016-531-10-49-01	\$9,977	\$7,500	\$15,824	111%	
SW - Alum Treatment	410-016-531-16-48-00	\$141,655	\$110,000	\$0	-100%	
SW - SnoCo Lake Monitoring	410-016-531-20-41-00	\$0	\$15,000	\$30,000	100%	
SW - Contrib to PW Equipt	410-016-531-30-40-00	\$80,000	\$80,000	\$80,000	0%	
SW - Contrib to Unemployment	410-016-531-30-40-01	\$0	\$0	\$303	N/A	
SW - Contrib to Computer	410-016-531-30-40-02	\$36,300	\$36,300	\$36,300	0%	
SW-Diking District Contrib	410-016-553-50-41-00	\$30,000	\$30,000	\$30,000	0%	
SWC - Cap Proj Engineering	411-016-594-31-40-00			\$90,000	N/A	
Lake Maintenance Expenditures	540-016-531-20-48-00	\$25,450	\$25,566	\$0	-100%	
Total Services:		\$2,141,695	\$2,168,749	\$2,303,155	6.2%	
Capital						
ST-Capital Expenditures	101-016-594-42-64-00	\$0	\$0	\$83,737	N/A	
ST-Capital Equipment	101-016-594-42-64-01	\$811	\$0	\$0	0%	
ST-Sidewalk Capital Project	101-016-595-61-63-01	\$14,850	\$14,850	\$0	-100%	
ST-Traffic Control-Capital	101-016-595-64-63-00	\$1,767	\$46,000	\$125,000	171.7%	
SWC - PW Shop Remodel	411-016-594-31-60-01	\$0	\$0	\$15,000	N/A	
SWC - Capital Purchases	411-016-594-31-60-02	\$870	\$0	\$0	0%	
Catherine Creek/36th St Bridge	411-016-594-31-60-05	\$0	\$304,615	\$0	-100%	
Wier Replacement Scope Design	411-016-594-31-60-07	\$27,439	\$204,307	\$85,000	-58.4%	
Capital Equipment	411-016-594-31-60-08	\$0	\$0	\$214,446	N/A	
10th/79th Storm Line Repl	411-016-594-31-60-09	\$0	\$100,000	\$0	-100%	
99th/4th SE Culvert	411-016-594-31-60-10	\$0	\$75,000	\$0	-100%	



Name	Account ID	FY2022 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (%) Change)	Notes
131st Ave NE Sewer Ext	411-016-594-31-60-11	\$0	\$0	\$132,588	N/A	
Purchase Of Capital Equipment	530-016-594-48-60-00	\$510,090	\$700,800	\$285,333	-59.3%	
Total Capital:		\$555,827	\$1,445,572	\$941,104	-34.9%	
Debt Principal						
2019 LTGO Bond - Principal	412-016-591-31-70-00	\$123,000	\$123,000	\$127,000	3.3%	
LP_2020B - Principal	412-016-591-31-70-01	\$84,425	\$84,426	\$88,647	5%	
Capital Lease Principal	530-016-594-48-70-00	\$0	\$0	\$140,000	N/A	
Total Debt Principal:		\$207,425	\$207,426	\$355,647	71.5%	
Debt Interest						
2019 LTGO Bond - Interest	412-016-592-31-80-00	\$6,815	\$6,824	\$3,860	-43.4%	
LP_2020B Interest	412-016-592-31-80-01	\$16,083	\$16,084	\$11,757	-26.9%	
Total Debt Interest:		\$22,898	\$22,908	\$15,617	-31.8%	
Total Expense Objects:		\$6,908,456	\$10,331,889	\$10,613,212	2.7%	



APPENDIX

Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the



"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.



Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of



the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

