



**City of Lake Forest Park
City Council Budget and Finance Committee
January 18, 2018
6:00 p.m.
Lake Forest Park City Hall
Lake Forest Room
17425 Ballinger Way NE
AGENDA**

Committee Members: John Resha (Chair), Tom French, and Catherine Stanford

Study Updates (Safe Streets, Safe Highways, PROST, City Center Subarea, and Creeks & Culverts) Including Discussion of Scope Changes and Emergent Needs

Director's Report

Monthly Budget Reporting Enhancements Presentation

Discussion of Supplemental Information for Draft 2017 Annual Financial Report

2018 Committee Work Plan Discussion

Public Comment

Adjourn

Committee Discussion Documents and Attachments

1. 2017 Budget Status Report
2. December 31, 2017 Budget Monitoring Dashboard
3. Schedule of Supplemental Data Included with 2016 Annual Financial Report (2016 Draft Annual Report Table of Contents)

City of Lake Forest Park

December Budget Status Report, Department Level Detail

December 31, 2017

Note: At December 31st, we are 50% through the biennium. An expense that is evenly distributed throughout the biennium would have a period percentage of 50%.

<u>Dept.</u>	<u>Description</u>	<u>Budget Amount</u>	<u>YTD Amount</u>	<u>Period Percent</u>
Dept 100	City Council Dept 100 Sub Totals:	166,992	71,934	43%
Dept 110	Executive Services Dept 110 Sub Totals:	1,041,409	493,074	47%
Dept 120	Legal Services Dept 120 Sub Totals:	300,000	169,776	57%
Dept 130	Municipal Services Dept 130 Sub Totals:	1,228,358	597,430	49%
Dept 140	Elections / Voter Costs Dept 140 Sub Totals:	70,000	34,886	50%
Dept 150	City Memberships Dept 150 Sub Totals:	75,178	39,029	52%
Dept 160	Finance & Information Services Dept 160 Sub Totals:	1,248,874	585,560	47%
Dept 170	State Audit Dept 170 Sub Totals:	54,000	31,077	58%
Dept 200	Municipal Court Dept 200 Sub Totals:	1,105,487	539,301	49%
Dept 210	Prosecutor & Public Defense Dept 210 Sub Totals:	367,195	174,106	47%
Dept 300	Law Enforcement Dept 300 Sub Totals:	6,669,193	3,124,130	47%
Dept 310	Crime Watch/Community Policing Dept 310 Sub Totals:	15,000	3,184	21%
Dept 320	Emergency Management Dept 320 Sub Totals:	90,000	44,035	49%
Dept 321	Traffic Safety Camera Program Dept 321 Sub Totals:	1,093,750	430,800	39%
Dept 330	Dispatch Services Dept 330 Sub Totals:	266,670	124,594	47%
Dept 340	Civil Service Commission Dept 340 Sub Totals:	17,800	1,849	10%

City of Lake Forest Park

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<u>Dept.</u>	<u>Description</u>	<u>Budget Amount</u>	<u>YTD Amount</u>	<u>Period Percent</u>
Dept 370	Environmental Services Dept 370 Sub Totals:	22,000	6,255	28%
Dept 400	Detention Services Dept 400 Sub Totals:	315,000	172,808	55%
Dept 500	Community Service Programs Dept 500 Sub Totals:	437,540	187,264	43%
Dept 510	Public Health Dept 510 Sub Totals:	6,000	3,438	57%
Dept 600	Planning Services Dept 600 Sub Totals:	991,399	526,910	53%
Dept 610	Building Services Dept 610 Sub Totals:	469,296	206,482	44%
Dept 700	Parks Gen. Op./Maint. Dept 700 Sub Totals:	654,145	242,137	37%
Dept 710	Facilities Maintenance Dept 710 Sub Totals:	445,930	193,729	43%
Dept 711	Central Subarea Project Dept 711 Sub Totals:	250,000	40,971	16%
Dept 712	Big 5 Project Management Dept 712 Sub Totals:	200,000	105,418	53%
Dept 720	Street Maintenance Dept 720 Sub Totals:	343,500	181,657	53%
Dept 730	Street Operations Dept 730 Sub Totals:	698,970	295,108	42%
Dept 740	Transfers/Interfund Svcs. Dept 740 Sub Totals:	200,844	47,680	24%
Dept 800	Facility Capital Projects Dept 800 Sub Totals:	2,000	-	-
Dept 810	Parks Capital Projects Dept 810 Sub Totals:	35,000	-	-
Dept 811	Park Development / Acquisition Dept 811 Sub Totals:	2,025,150	1,751,499	86%

City of Lake Forest Park

December Budget Status Report, Department Level Detail

December 31, 2017

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<u>Dept.</u>	<u>Description</u>	<u>Budget Amount</u>	<u>YTD Amount</u>	<u>Period Percent</u>
Dept 820	Capital Transfers-Out Dept 820 Sub Totals:	303,317	-	-
Dept 900	Engineering Operations Dept 900 Sub Totals:	527,496	206,161	39%
Dept 910	Street Capital Projects Dept 910 Sub Totals:	834,000	574,245	69%
Dept 920	Pedestrian Capital Projects Dept 920 Sub Totals:	210,000	52,628	25%
Dept 940	Safe Highways Dept 940 Sub Totals:	635,000	323,377	51%
Dept 750	Sewer Utility Operations Dept 750 Sub Totals:	5,051,249	2,480,787	49%
Dept 760	Transfers/Interfund Svcs. Dept 760 Sub Totals:	1,009,652	206,466	20%
Dept 790	Sewer Capital Projects Dept 790 Sub Totals:	424,302	-	-
Dept 770	Surface Water Operations Dept 770 Sub Totals:	1,560,217	693,764	44%
Dept 780	Sur. Wtr. Transfer/Interfund Dept 780 Sub Totals:	761,685	47,613	6%
Dept 788	Culvert Replacement Program Dept 788 Sub Totals:	680,000	240,895	35%
Dept 790	Sewer Capital Projects Dept 790 Sub Totals:	1,400,639	665,814	48%
Dept 795	Transfers/Interfund Services Dept 795 Sub Totals:	355,561	131,699	37%

City of Lake Forest Park

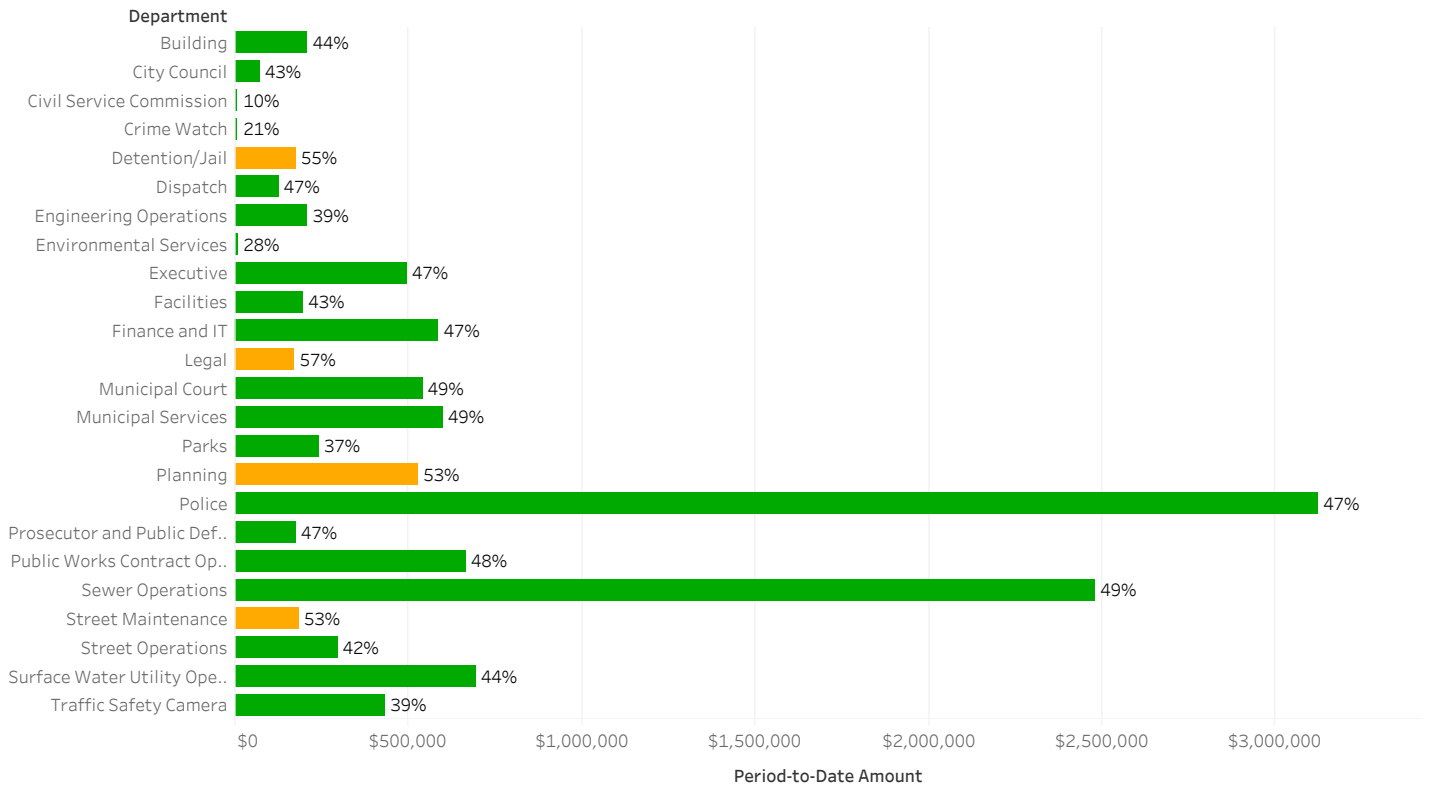
December 31, 2017 Budget Monitoring Dashboard

For the purposes of this reporting the budgetary period is January 1, 2017 to December 31, 2018.

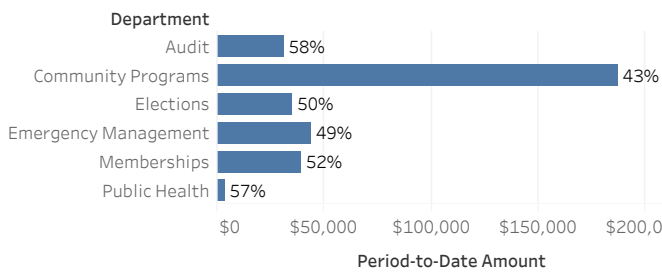
As of the date of this report we are approximately 50% through the budgetary period. Green shading indicates meeting or exceeding budgeted performance; yellow indicates not meeting budgeted performance at this time.

Percentages, where shown, are the relative period-to-date (PTD) expenditures compared to the budgeted amounts for the budgetary period.

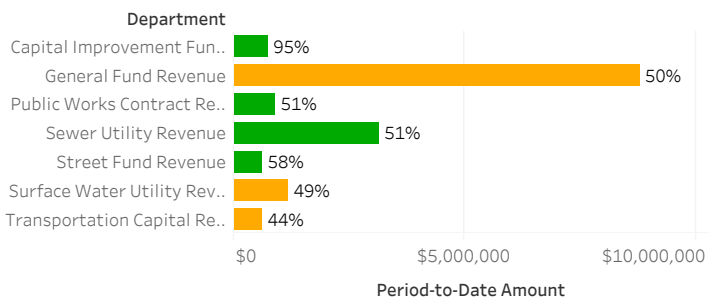
Operating Departments



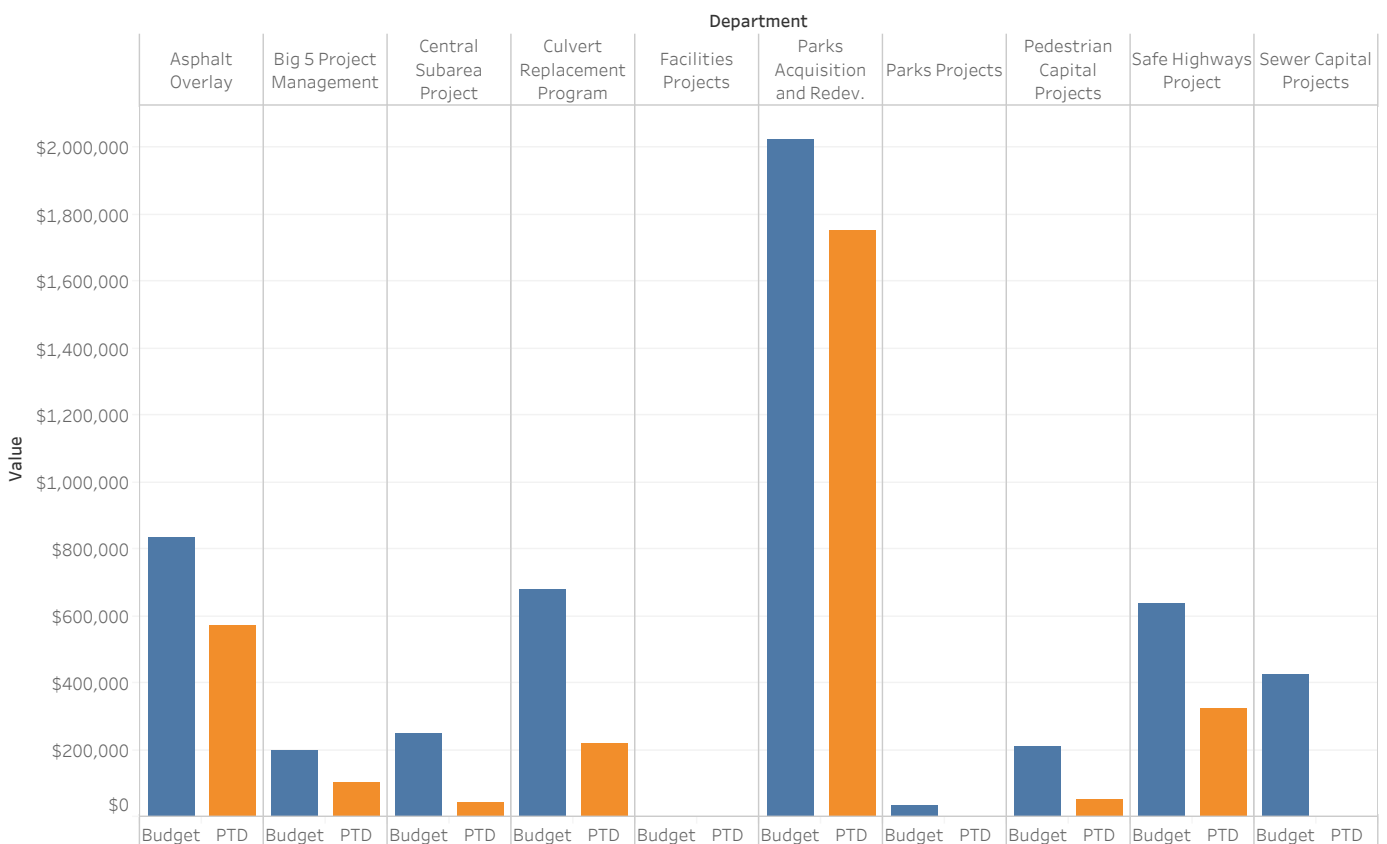
Non-Operating Departments



Revenue by Fund



Capital



City of Lake Forest Park

December 31, 2017 Budget Monitoring

For the purposes of this reporting the budgetary period is January 1, 2017 to December 31, 2018.

As of the date of this report we are approximately 50% through the budgetary period.

Percentages shown on this report are the relative period-to-date (PTD) expenditures compared to the budgeted amounts for the budgetary period.

Operating Departments

Department	Budget	PTD	PTD Percent
Building	\$469,295	\$206,481	44%
City Council	\$166,991	\$71,933	43%
Civil Service Commission	\$17,800	\$1,849	10%
Crime Watch	\$15,000	\$3,183	21%
Detention/Jail	\$315,000	\$172,807	55%
Dispatch	\$266,670	\$124,594	47%
Engineering Operations	\$527,496	\$206,161	39%
Environmental Services	\$22,000	\$6,255	28%
Executive	\$1,041,409	\$493,074	47%
Facilities	\$445,929	\$193,729	43%
Finance and IT	\$1,248,873	\$585,560	47%
Legal	\$300,000	\$169,776	57%
Municipal Court	\$1,105,487	\$539,300	49%
Municipal Services	\$1,228,358	\$597,429	49%
Parks	\$654,145	\$242,136	37%
Planning	\$991,398	\$526,909	53%
Police	\$6,669,193	\$3,124,129	47%
Prosecutor and Public Def..	\$367,195	\$174,105	47%
Public Works Contract Op..	\$1,400,639	\$665,814	48%
Sewer Operations	\$5,051,249	\$2,480,786	49%
Street Maintenance	\$343,500	\$181,657	53%
Street Operations	\$698,970	\$295,107	42%
Surface Water Utility Ope..	\$1,560,217	\$693,764	44%
Traffic Safety Camera	\$1,093,750	\$430,800	39%

Revenue by Fund

Department	Budget	PTD	PTD Percent
Capital Improvement Fun..	\$779,075	\$743,225	95%
General Fund Revenue	\$17,698,009	\$8,782,516	50%
Public Works Contract Re..	\$1,765,153	\$895,482	51%
Sewer Utility Revenue	\$6,160,143	\$3,142,457	51%
Street Fund Revenue	\$1,095,150	\$629,963	58%
Surface Water Utility Rev..	\$2,404,663	\$1,188,815	49%
Transportation Capital Re..	\$1,433,998	\$635,890	44%

Capital

Department	Budget	PTD
Asphalt Overlay	\$834,000	\$574,244
Big 5 Project Management	\$200,000	\$105,416
Central Subarea Project	\$250,000	\$40,969
Culvert Replacement Prog..	\$680,000	\$219,027
Facilities Projects	\$2,000	\$0
Parks Acquisition and Red..	\$2,025,150	\$1,751,498
Parks Projects	\$35,000	\$0
Pedestrian Capital Projects	\$210,000	\$52,627
Safe Highways Project	\$635,000	\$323,377
Sewer Capital Projects	\$424,302	\$0

Non-Operating Departments

Department	Budget	PTD	PTD Percent
Audit	\$54,000	\$31,077	58%
Community Programs	\$437,540	\$187,238	43%
Elections	\$70,000	\$34,885	50%
Emergency Management	\$90,000	\$44,034	49%
Memberships	\$75,178	\$39,028	52%
Public Health	\$6,000	\$3,437	57%

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