



**CITY OF BLACK DIAMOND**  
**December 3, 2009 Workstudy Agenda**  
25510 Lawson St., Black Diamond, Washington

Workstudies are meetings for Council to review upcoming and pertinent business of the City. Public testimony is only accepted at the discretion of the Council.

**6:00 P.M. – CALL TO ORDER, ROLL CALL**

- 1.) 2010 Budget – Ms. Miller
- 2.) Adjournment

# City of Black Diamond

## **2010 Proposed Final Budget**



*Aerial view of Black Diamond*

December 3, 2009





*This page left intentionally blank*

## TABLE OF CONTENTS

### **INTRODUCTION**

MAYORS LETTER	1
CITY OVERVIEW	3
ORGANIZATION CHART	7
VISION STATEMENT	8

### **BUDGET SUMMARY**

BUDGET SUMMARY	9
EMPLOYEE POSITIONS BY FUNDING SOURCE	11

### **GENERAL FUND**

SUMMARY	13
REVENUES	15
EXPENDITURES	23
GENERAL FUND DEPARTMENTS	
LEGISLATIVE	27
EXECUTIVE	28
ADMINISTRATION	29
CITY CLERK	30
FINANCE	31
INFORMATION SERVICES	32
CAPITAL FACILITIES	33
LEGAL	34
MUNICIPAL COURT	35
POLICE DEPARTMENT	36
FIRE DEPARTMENT	39
COMMUNITY DEVELOPMENT	40
NATURAL RESOURCES	42
ECONOMIC DEVELOPMENT	43
PARKS AND RECREATION	44
CEMETERY	45
CENTRAL SERVICES AND EMPLOYEE RECOGNITION	46
FUNDING AGREEMENT, STUDIES, DEPOSITS AND TRANSFERS	47



## TABLE OF CONTENTS, CONT.

### **SPECIAL REVENUE FUNDS**

FIRE EQUIPMENT RESERVE 002	50
STREET FUND 101	51
STREET EQUIPMENT RESERVE FUND 102	53
REAL ESTATE EXCISE TAX REET 1 (104)	54
REAL ESTATE EXCISE TAX REET 2 (105)	55
CRIMINAL JUSTICE FUND 122	56

### **CAPITAL FUNDS**

GENERAL GOVERNMENT 310	58
PUBLIC WORKS 320	59

### **UTILITY FUNDS (INCL CAPITAL)**

WATER DEPARTMENT 401	62
WASTEWATER DEPARTMENT 407	68
STORMWATER DEPARTMENT 410	72

### **SUPPLEMENTAL INFORMATION**

FINANCIAL POLICIES	76
FUNDING AGREEMENTS	83
BUDGET CALENDAR	101
GLOSSARY	102
SALARY SCHEDULE	104

December 1, 2009

To: Black Diamond City Council  
Black Diamond City Residents

From: Howard Botts, Mayor

Dear Honorable Black Diamond City Council Members and Citizens:

I am pleased to transmit to you a balanced budget for the City of Black Diamond for 2010. Due to the economic problems, balancing the 2010 budget was very difficult. Our primary goal was to preserve essential core services, especially Public Safety and Public Works.

The General Fund was especially difficult to balance because of declining revenues due to the economic condition. Sales tax revenue for 2010 was budgeted very conservatively with no increase. Property Tax is our largest General Fund source of revenue that supports public safety. The Proposition 1 voted Public Safety lid lift would have provided an additional \$210,000 in property taxes for 2010 but the lid lift was defeated by 11 votes. This was not certified until November 24, which caused a short time frame to determine additional cuts and prepare a balanced budget for the public hearing. The council can resubmit a failed levy for a vote in either May of 2010 and/or in the fall of 2010. Funds are included in the 2010 Budget to cover the cost of a special election.

The 2010 General Fund Budgeted expenditures are \$4,361,264, a decrease of \$1,547,508 from last year's adjusted budget. The majority of the decrease is due to not re-budgeting 2009 expenditures for YarrowBay for their Environmental Impact Study (EIS), as well as other YarrowBay budgets for design updates that are completed. Although the YarrowBay portion of the budget declined in 2010, the budget does include the conversion of the Master Planned Development (MPD) contract planner to a ¾ time staff planner position to continue the MPD work for the Villages and Lawson Hills.

The remainder of General Fund expense reductions are due to decreases that all departments made to their budgets, as well as eliminating all non-union step increases for \$38,222 in total savings, continuing the non-union 5.1% wage deduction (equal to 13 furlough days) for a \$93,388 saving for the General Fund (including \$52,796 from funding positions), freezing the city share of health benefit costs at the 2009 level for General Fund Savings of \$42,919 (this is the 2010 increased costs that will be picked up by the employees), and increasing the allocation to other funds by \$16,389. Even with these cuts the budget was still not in balance and required further difficult decisions to bring the General Fund into balance.

The additional balancing items included freezing the vacant Police Commander position and the vacant Police Officer position, plus laying off the City Planner. The \$124,000 reduction will be covered by a combination of future expenditure savings or revenue increases during 2010. These were difficult decisions that strived to maintain core services with the least impact. The General Fund Budget also includes the use of \$49,653 from the beginning fund balance.

The City operates three utilities of Wastewater (sewer), Water and Stormwater. The Stormwater utility was adopted in 2009, and provides funding to be in compliance with state and federal mandates. These utilities are the City's most basic and reliable core services to citizens. The Water, Wastewater and Stormwater operating budget are hold the line budgets with only very modest increases for electric utility costs, miscellaneous supplies and allocations some additional part time hours. The Wastewater Fund includes a minor pass through Soos Creek rate increase.



The Wastewater City rate and Metro rate are not budgeted to increase in 2010. The Stormwater revenue includes the base increase from \$10.00 a month to \$11.50 as approved by council last year. The Wastewater budget includes 12 months of revenue in 2010 as opposed to 11 months of revenue in 2009. The water revenue is currently budgeted with no rate increase but the Public Works committee will need to review the Water Operating and Capital budgets in 2010 to determine if any Water rate increase is needed during 2010.

Even though the operating budget has decreased this year, several capital projects are included in the budget for next year. The first project is for Railroad Avenue improvement which will be paid for with a \$967,943 State TIB Grant. The project design and water improvements were completed in 2009 and the project is currently out to bid.

The second project is the Morgan Street Sidewalks which will be funded by \$533,600 Federal CDBG Grant and State TIB Grants. These are major projects for the city and we are lucky to have grant funding available to improve Black Diamond.

Other capital projects included in the 2010 Budget are funds for design engineering for the boat launch project, funds for signage for the city, funds for picnic tables & benches for the skate park. The Water Fund will continue installing the new meters and the Wastewater Fund will begin work on infiltration and inflow reduction, the Stormwater Fund includes budget complete the storm improvements needed on the Railroad Project and continue the Federal NPDES implementation.

Despite the difficult economy, Black Diamond has accomplished many noteworthy projects during 2009. A major milestone was passed when the moratorium on master planned developments and subdivisions was lifted in 2009, and the council adopted the updated Comp Plan, design standards and other important regulations that position Black Diamond for future growth while maintaining our rural character. This will poise the City for the future master plan development.

A Jennifer Dunn Federal Grant provided \$240,000 for the In City Forest Water Line improvement which replaced 1,500 feet of old asbestos water supply line. New play equipment was installed at Eagle Creek Park. A King County Conservation District Grant of \$30,000 plus a \$50,000 King County Grant were used to install Parking Pavers and make other improvements at the Boat Launch.

Staff were also able to implement new business license/permitting software, and financial and payroll software in 2009. A trails plan was developed and 166 new water meters were installed during 2009. The City also began issuing passports and implemented use of credit cards for customers to pay city utilities bills, permits, police and court fines, and other City services.

The Police Department secured over \$50,000 in grants to help pay for equipment, Marine overtime, the K 9 and Dare Programs. This fall over 100 people attended American Night Out and the Police Baked Potato Fund raiser which raised \$1,780 for the K-9 program.

I remain impressed by the hard work of our staff and the support of Council and the citizens. I want to thank everyone for their diligent work over the past year and especially thank the citizens for their patience and support.



Mayor Howard Botts



## **City of Black Diamond Final Budget 2010**

### ***History of Black Diamond, Washington***

Black Diamond incorporated in 1959 so the year 2009 marked our 50<sup>th</sup> anniversary as a city! However, our history goes back much farther. Black Diamond was first established as a community in the late 1880s for the mining of coal. At the turn of the century the town was a major exporter of coal in the region. The Pacific Coast Coal Company in Black Diamond became the largest coal mining operation on the West Coast. Some historic buildings retain their original locations.

A rich history surrounds the City of Black Diamond from the famous Black Diamond Bakery to the Black Diamond Museum of History.

Black Diamond offers a warm and friendly rural, small town atmosphere with spectacular mountain views. The city is nestled in the foothills within miles of the beautiful Green River Gorge and Flaming Geyser Park.

The City is on the verge of growth. At 4,180 citizens, population projections may reach above 20,000 in the next 20 years. Over the past several years, major annexations have increased the population and acreage of Black Diamond. The annexation of the Lake Sawyer area in 1998 doubled the number of citizens. Recent annexations in the City's urban growth area have increased the city's size by approximately 1,600 acres.

Unlike other communities, the city has stood firm to its vision and growth strategies as identified with the community and captured in the 1996 Comprehensive Plan. As the final pieces fall into place, Black Diamond is in the position to allow growth to occur in a well-planned, environmentally sensitive manner that protects the rural character of our community.

### ***Form of Government***

The City is a "Code City" as described under Title 35A in the Revised Code of Washington. Black Diamond operates under a strong mayor form of government with five elected council members serving staggered four-year terms. The mayor serves as the chief administrative officer of the city and has hired a city administrator to assist in day-to-day operations. The Council acts as the legislative body. When the City reaches a population of 5,000 state law requires expansion to a seven-member council. The City is served by Congressional District 8 and Legislative Districts 47 and 5.

### ***Budget Process***

Budgeting is an essential element of the financial planning, control and evaluation process of government. The planning process involves determining the types and levels of services to be provided by the various departments, programs and functions.





## City of Black Diamond Final Budget 2010

The City of Black Diamond budgets annually on the calendar year beginning January 1 and ending December 31. Budget adjustments are limited by state law (35A.33.120). Allocations are made based on a fund structure, limiting uses outside of each fund. Funds are segregated to carry on specific objectives. Funds are budgeted on a cash basis in accordance with the Revised Code of Washington, RCW 35.33. Appropriations in the budget constitute maximum expenditure authorizations during the year and cannot be legally exceeded until subsequently amended by the City Council.



*Black Diamond Labor Days 2009*





## City of Black Diamond Final Budget 2010

### *How Black Diamond serves the Community*

The City of Black Diamond strives to provide a safe and enjoyable environment for residents, businesses and visitors alike. Foremost, safety is a priority in Black Diamond. Our City's police, and Fire District 44's fire and emergency service employees are both dedicated and top notch. City employees provide other important services such as road maintenance, community development, code enforcement, a municipal court and water utility services, stormwater management and wastewater utility billing. Utility and maintenance workers also maintain our local parks and the cemetery.

Black Diamond has an active local community center and unique historical museum operated by nonprofits but which receive limited financial assistance from the City. Support staff keep everything in the City running smoothly, and the City Council and Mayor work together to respond to citizen concerns and to carefully direct the future of Black Diamond. The City has a bi-monthly newsletter that is packed with important community information, and our website at [www.ci.blackdiamond.wa.us](http://www.ci.blackdiamond.wa.us) is another great resource for information. Public hearings and City Council meetings are held regularly and are open to the public. Everyone is encouraged to attend and participate.



*Black Diamond Skatepark*





## City of Black Diamond Final Budget 2010

### Washington State



Black Diamond is located at  $47^{\circ}19'4''\text{N}$   $122^{\circ}0'53''\text{W}$   $47.31778^{\circ}\text{N}$   $122.01472^{\circ}\text{W}$ . The City has a total area of 5.9 square miles, of which, 5.4 square miles of it is land and 0.5 square miles is water, primarily Lake Sawyer.

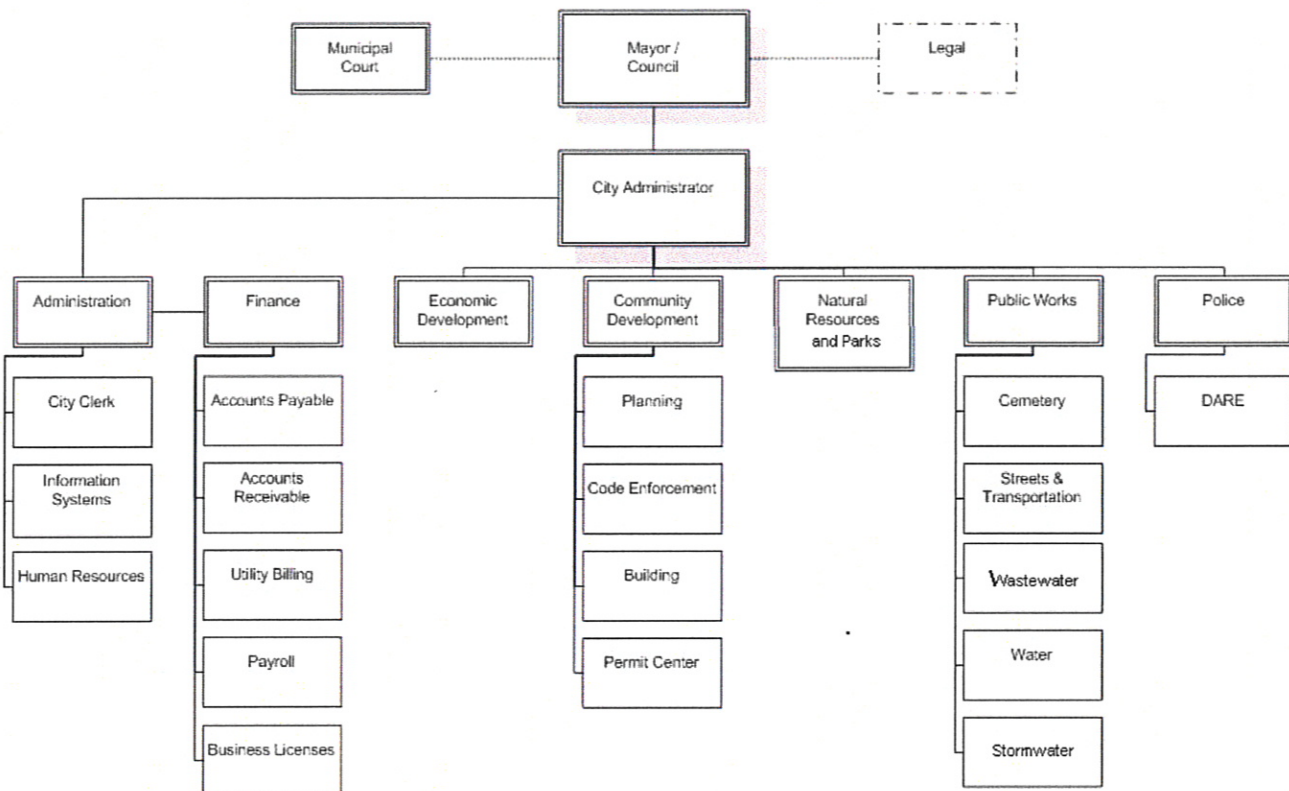


*Black Diamond Historical Museum*



## City of Black Diamond Final Budget 2010

### City of Black Diamond Departmental Organization (Divisions)





## City of Black Diamond Final Budget 2010

### Black Diamond Vision Statement

In the year 2010, Black Diamond will be a beautiful, friendly community based on a rich historic heritage and exceptional natural setting, and with a small-town atmosphere. Forested areas and open space remain, while development maintains a healthy balance of moderate growth and economic viability.

The economic base will be a mix of retail, industrial/business park, office, tourist, and local cottage industries. Residential development will be a mix of types, sizes and densities, clustered to preserve maximum open space and to access a system of trails/bikeways/greenbelts which connect housing, shopping, employment and recreation areas with nearby regional parks and recreational facilities.

Citizens actively participate in an effective and open government decision-making process that reflects community values. There will be good cooperation among nearby jurisdictions, and adequate public services and environmental protection to provide a safe and healthy quality of life for all citizens, from children to seniors.

**"Rural by Design"** The term "Rural by Design" has been used frequently in newspaper articles and public meetings when discussing coming development in Black Diamond. Some time ago our City adopted a guide to development that will take place in the near future. These are the key elements of Rural by Design as envisioned by our citizens:

- **Provide for a mix of uses** (Residential, Community Retail, Commercial, Business Park, Mixed Uses, Civic/Schools)
- **Compact Form** (Use of tools such as clustering)
- **Opportunities for Casual Socializing** (Neighborhood design, House design, Commercial areas, Parks)
- **Accessible Civic Spaces** (Parks, City Facilities, Trails, Community Center, Schools)
- **Sense of Community** (Respect for local history, design)

#### ***Additional Key Elements Guiding the City***

- Preservation and enhancements of physical characteristics
- Protection of surface and groundwater (for fish and people)
- Conservation of water and other resources
- Preservation and enhancement of open spaces and views of Mt. Rainier
- Provision of employment uses
- Improvement of the City's fiscal performance
- Timely provision of necessary facilities and infrastructure
- Development of a coordinated system of pedestrian oriented facilities including trails and bicycle paths
- "Growth should pay for growth" – Existing citizens should not bear the burden of developers



## Budget Summary

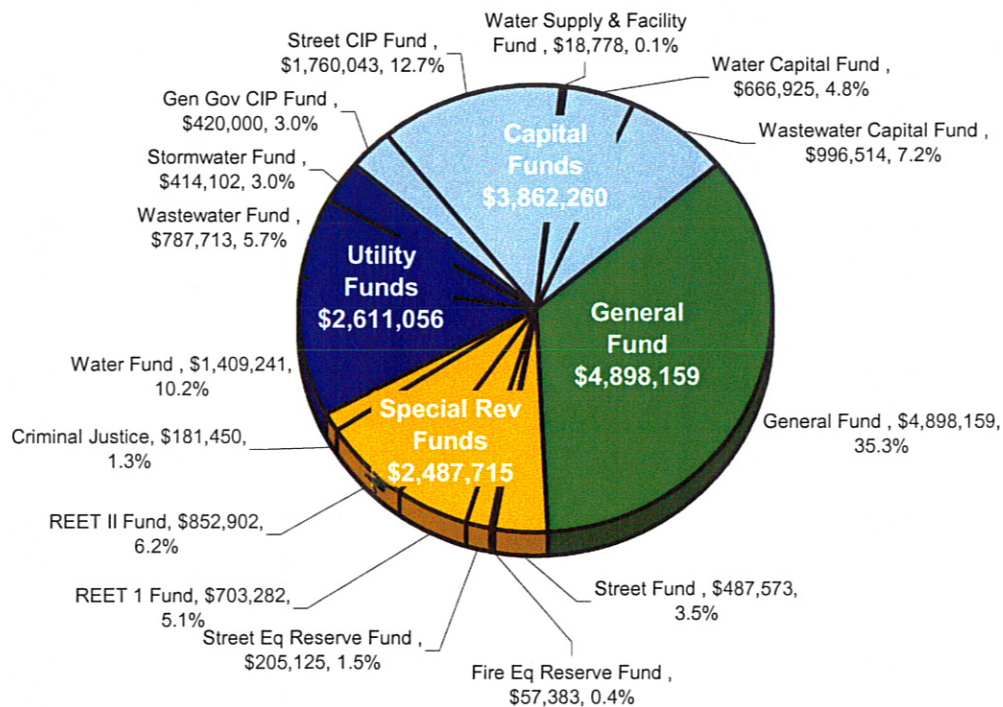




## All Funds Budget Summary - Combined Operating Statement

Fund	2010 Revenues	2010 Expenses	Inc (Dec) in Fund Balance	Beginning Fund Balance	Ending Fund Balance	Total Uses
General Fund 001	4,311,611	4,361,264	-49,653	586,548	536,895	4,898,159
<b>Special Revenue Funds</b>						
Street Fund 101	95,432	177,686	-82,254	392,141	309,887	487,573
Fire Equipment Reserve Fund 002	700		700	56,683	57,383	57,383
Street Equipment Reserve Fund 102	41,200		41,200	163,925	205,125	205,125
REET Fund 1 104	39,800	260,000	-220,200	663,482	443,282	703,282
REET Fund 2 105	39,800	323,500	-283,700	813,102	529,402	852,902
Criminal Justice 122	92,450	134,458	-42,008	89,000	46,992	181,450
<b>Utility Funds</b>						0
Water Fund 401	1,283,475	1,297,466	-13,991	125,766	111,775	1,409,241
Wastewater Fund 407	676,048	704,602	-28,554	111,665	83,111	787,713
Stormwater Fund 410	322,398	353,530	-31,132	91,704	60,572	414,102
<b>Capital Funds</b>						0
General Government CIP Fund 310	420,000	420,000	0			420,000
Street CIP Fund 320	1,760,043	1,760,043	0			1,760,043
Water Supply and Facility Fund 402	300	0	300	18,478	18,778	18,778
Water Capital Fund 404	15,000	225,000	-210,000	651,925	441,925	666,925
Wastewater Capital Fund 408	91,600	120,000	-28,400	904,914	876,514	996,514
<b>Grand Total All Funds</b>	<b>9,189,857</b>	<b>10,137,549</b>	<b>-947,692</b>	<b>4,669,333</b>	<b>3,721,641</b>	<b>13,859,190</b>

**Grand Total All Funds \$13,859,190**







## City of Black Diamond Final Budget 2010

2010 Employee Allocations by Funding Source								
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Criminal Justice	Street Fund	Water Fund	Sewer Fund	Storm Water Fund
<b>Municipal Court</b>								
Court Administrator	1.0		1.00					
Court Clerk	1.0		1.00					
<b>Total Court</b>	<b>2.0</b>		<b>2.0</b>					
<b>Administration</b>								
City Administrator	1.0	0.30	0.40		0.03	0.09	0.09	0.09
City Clerk/Asst City Administrator	1.0	1.00						
Admin Assistant 1	1.0		0.10			0.3	0.3	0.3
<b>Total Administration</b>	<b>3.0</b>	<b>1.30</b>	<b>0.50</b>		<b>0.03</b>	<b>0.39</b>	<b>0.39</b>	<b>0.39</b>
<b>City Clerk</b>								
Deputy City Clerk	1.0		0.60		0.04	0.12	0.12	0.12
<b>Total City Clerk</b>	<b>1.00</b>		<b>0.60</b>		<b>0.04</b>	<b>0.12</b>	<b>0.12</b>	<b>0.12</b>
<b>Finance Department</b>								
Finance Director	1.0	1.00						
Deputy Finance Director	1.0	1.00						
Senior Accountant	0.75		0.45		0.03	0.09	0.09	0.09
<b>Total Finance</b>	<b>2.75</b>	<b>2.00</b>	<b>0.45</b>		<b>0.03</b>	<b>0.09</b>	<b>0.09</b>	<b>0.09</b>
<b>Information Services</b>								
Information Services Manager	1.0	1.00						
<b>Total Information Services</b>	<b>1.00</b>	<b>1.00</b>						
<b>Police Department</b>								
Police Chief	1.0		1.00					
<i>Commander (1 Unfunded Frozen)</i>								
Sergeant	2.0		2.00					
<i>Police Officer (1 Unfunded Frozen)</i>	7.0		6.00	1.00				
Police Records Coordinator	1.0		1.00					
Police Clerk	0.63		0.63					
<b>Total Police Department</b>	<b>11.63</b>		<b>10.63</b>	<b>1.00</b>				
<b>Community Development</b>								
Community Development Dir	1.0	1.00						
MPD Planner	0.75	0.75						
Permit Technician Supervisor	1.0	1.00						
Permit Technician	1.0	1.00						
<b>Total Community Development</b>	<b>3.75</b>	<b>3.75</b>						
<b>Economic Development</b>								
Econ Development Director	1.0	1.00						
<b>Total Economic Development</b>	<b>1.0</b>	<b>1.00</b>						
<b>Natural Resources and Parks</b>								
Stewardship Director	1.0	1.00						
<b>Total Natural Resources &amp; Parks</b>	<b>1.0</b>	<b>1.00</b>						
<b>Public Works</b>								
Public Works Director	1.0	1.00						
Utilities Supervisor	1.0		0.10		0.15	0.25	0.25	0.25
Utility Worker	1.0		0.10		0.15	0.25	0.25	0.25
Utilities Operator	1.0		0.10		0.15	0.25	0.25	0.25
Seasonal Utility Worker(s)	0.4		0.04		0.06	0.10	0.10	0.10
<b>Total Public Works</b>	<b>4.4</b>	<b>1.0</b>	<b>0.3</b>		<b>0.5</b>	<b>0.9</b>	<b>0.9</b>	<b>0.9</b>
<b>Grand Total Budget Positions</b>	<b>31.53</b>	<b>11.05</b>	<b>14.52</b>	<b>1.00</b>	<b>0.61</b>	<b>1.45</b>	<b>1.45</b>	<b>1.45</b>

The Mayor and City Council are supported by the General Fund



*This page left intentionally blank*

# General Fund







## City of Black Diamond Final Budget 2010

### General Fund Summary

	2009 Budget	2010 Budget	Chg \$ 2009- 2010	Change %
<b>REVENUE</b>				
Taxes	1,709,363	1,757,372	48,009	2.8%
Business License, Cable Franchise Fees and Misc.	82,300	83,800	1,500	1.8%
Land Use and Permitting Fees	167,040	87,000	(80,040)	-47.9%
Intergovernmental Revenue	240,169	233,566	(6,603)	-2.7%
Charges for Service	188,502	204,027	15,525	8.2%
Court Fines and Fees	213,000	165,000	(48,000)	-22.5%
Miscellaneous Revenue	140,272	116,300	(23,972)	-17.1%
<b>Subtotal Operating Revenue</b>	<b>2,740,646</b>	<b>2,647,065</b>	<b>(93,581)</b>	<b>-3.4%</b>
YarrowBay Funding Agreement	1,575,873	1,493,579	(82,294)	-5.2%
Master Plan Dev and Environ Impact Statement EIS	1,160,513	170,967	(989,546)	-85.3%
Beginning Fund Balance	337,404	49,653	(287,751)	-85.3%
<b>Total General Fund Sources</b>	<b>5,814,436</b>	<b>4,361,264</b>	<b>(1,453,172)</b>	<b>-25.0%</b>
<b>EXPENDITURES</b>				
Executive	14,832	14,434	(398)	-2.7%
Legislative	12,827	12,592	(235)	-1.8%
Administration	286,402	255,382	(31,020)	-10.8%
City Clerk	81,598	71,765	(9,833)	-12.1%
Finance	288,075	257,330	(30,745)	-10.7%
Information Services	143,294	136,169	(7,125)	-5.0%
Capital Facilities	94,336	93,613	(723)	-0.8%
Legal	99,772	100,600	828	0.8%
Municipal Court	298,636	240,152	(58,484)	-19.6%
Police Department	1,753,700	1,483,463	(270,237)	-15.4%
Fire Department	459,540	459,540	0	0.0%
Community Development	509,343	391,408	(117,935)	-23.2%
Natural Resources	157,225	166,156	8,931	5.7%
Economic Development	149,317	137,365	(11,952)	-8.0%
Parks	54,553	58,326	3,773	6.9%
Cemetery	15,800	15,123	(677)	-4.3%
Central Services and Employee Recognition	30,482	31,879	1,397	4.6%
Studies, Funding and Deposits	1,459,040	435,967	(1,023,073)	-70.1%
Contingency/Ending Balance			0	
<b>Total General Fund Expenditures</b>	<b>5,908,772</b>	<b>4,361,264</b>	<b>(1,547,508)</b>	<b>-26.2%</b>



## City of Black Diamond Final Budget 2010

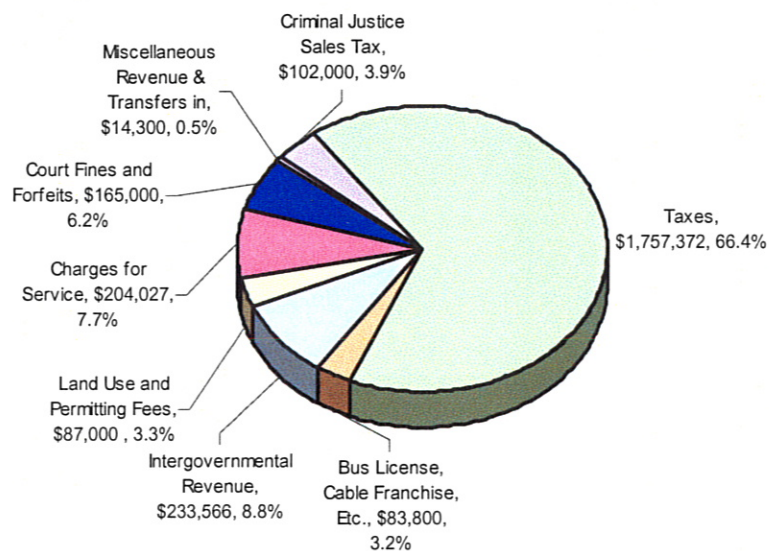
### 2010 General Fund Revenue Sources

Total General Fund revenue sources are estimated at \$4,361,264 for 2010. The following chart reflects the 2010 General Operating Revenue budget of \$2,647,065. This is a decrease of \$94,581 or 3.4% from 2009's Amended Budget. A graph on the last page of this section includes all General Fund revenue sources.

General Fund Sources - Summary							
	2008 Budget	2008 Actual	2009 Budget*	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
Taxes	1,691,886	1,714,302	1,709,363	1,736,513	1,757,372	48,009	2.8%
Business licenses, Cable Franchise Fees and Misc.	78,800	79,778	83,300	82,300	83,800	500	0.6%
Land Use and Permitting Fees	145,150	73,684	167,040	92,000	87,000	(80,040)	-47.9%
Intergovernmental Revenue	453,058	417,555	240,169	244,209	233,566	(6,603)	-2.7%
Charges for Service	165,276	98,231	188,502	187,527	204,027	15,525	8.2%
Court Fines and Forfeits	168,100	163,854	213,000	187,000	165,000	(48,000)	-22.5%
Miscellaneous Revenue & Transfers in	65,100	53,612	140,272	141,272	116,300	(23,972)	-17.1%
<b>Total Operating Revenue</b>	<b>2,767,370</b>	<b>2,601,016</b>	<b>2,741,646</b>	<b>2,670,821</b>	<b>2,647,065</b>	<b>(94,581)</b>	<b>-3.4%</b>
Funding Agreement	2,917,340	2,257,851	1,575,873	1,575,873	1,493,579	(82,294)	-5.2%
Large dev review, deposits, EIS and one- time-only	885,112	237,631	1,137,783	1,286,783	170,967	(966,816)	-85.0%
<b>Total Revenue</b>	<b>6,569,822</b>	<b>5,096,498</b>	<b>5,455,302</b>	<b>5,533,477</b>	<b>4,311,611</b>	<b>(1,143,691)</b>	<b>-21.0%</b>
Beginning Fund Balance YarrowBay			404,901	404,901		(404,901)	-100.0%
Beginning Fund Balance	334,709	1,312,414	557,758		49,653	(508,105)	-91.1%
<b>Total General Fund Sources</b>	<b>6,904,531</b>	<b>6,408,912</b>	<b>6,417,961</b>	<b>5,938,378</b>	<b>4,361,264</b>	<b>(2,056,697)</b>	<b>-32.0%</b>

\*Amended Budget

### 2010 General Fund Operating Revenue



**Total GF Operating Revenue \$2,647,065**





# City of Black Diamond Final Budget 2010

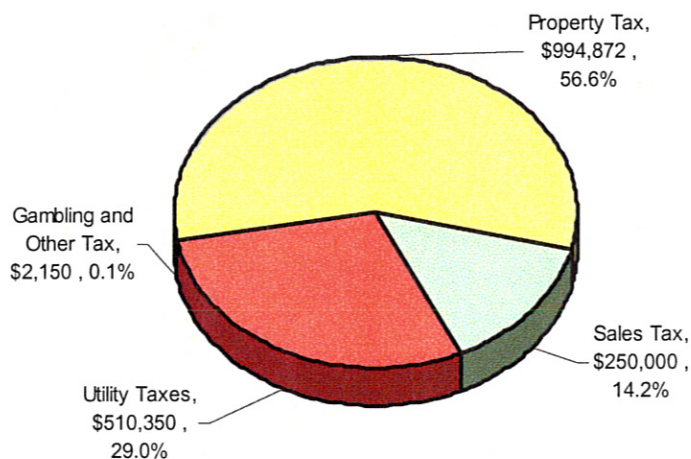
## General Fund Revenue, Cont.

### General Fund Taxes

Locally levied taxes represent Black Diamond's largest portion of revenues of \$1,757,372 or 66.3% of the City's General Fund operating revenue. Taxes include real and personal property tax, local sales tax, utility taxes on utility services (water, sewer, electric, gas, cable and telephone) and gambling taxes. An overall increase of \$48,009 or 2.8% is anticipated for the 2010 Budget.

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Taxes</b>							
Property Tax	948,226	941,476	978,661	963,661	994,872	16,211	1.7%
Sales Tax	280,000	286,610	224,000	250,000	250,000	26,000	11.6%
B & O Tax	15,000	13,732					
Utility Taxes	445,060	469,884	505,202	520,702	510,350	5,148	1.0%
Gambling and Other Tax	3,600	2,600	1,500	2,150	2,150	650	43.3%
<b>TOTAL TAXES</b>	<b>1,691,886</b>	<b>1,714,302</b>	<b>1,709,363</b>	<b>1,736,513</b>	<b>1,757,372</b>	<b>48,009</b>	<b>2.8%</b>
<b>Utility Taxes</b>							
Solid Waste Tax	30,000	34,098	31,250	31,250	31,250		
Cable TV Utility Tax	9,600	9,424	11,000	11,000	11,000		
Telephone Tax	140,000	144,797	142,500	145,500	145,500	3,000	2.1%
Gas Utility Tax		4,414	6,452	6,452	6,500	48	0.7%
Electrical Tax	210,000	224,043	240,000	253,000	240,000		
Water Utility Tax	21,800	20,000	24,500	25,000	25,000	500	2.0%
Stormwater Utility Tax			13,000	12,000	14,600	1,600	12.3%
Wastewater Utility Tax	33,660	33,108	36,500	36,500	36,500		
<b>TOTAL UTILITY TAXES</b>	<b>445,060</b>	<b>469,884</b>	<b>505,202</b>	<b>520,702</b>	<b>510,350</b>	<b>5,148</b>	<b>1.0%</b>

### 2010 General Fund Taxes



**Total General Fund Tax Revenue**  
**\$1,757,372**



## City of Black Diamond Final Budget 2010

### General Fund Revenue, Cont

#### Property Tax

Property taxes make up 56.6% of General Fund tax revenue and are expected to generate \$994,872 in revenue for the City in 2010, an essentially unchanged forecast from the 2009 budget. All revenues from property tax go directly to the General Fund in support public safety for police, fire protection and emergency services.

#### Sales Tax

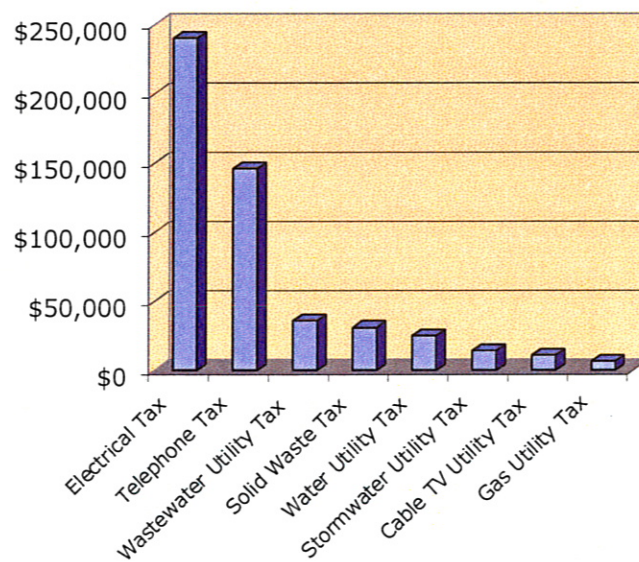
Sales tax for the 2010 Budget is \$250,000 or 14.2% of tax revenue. For every \$100 spent in Black Diamond, \$8.60 is collected by the State and is shared by various jurisdictions including our City, Washington State, King County and Criminal Justice programs. Black Diamond receives a bit less than 10 percent of that total.

Black Diamond's sales tax revenues are dependent on retail sales of products and services sold in Black Diamond, as well as tax on new construction. In July 2009 a new law went into effect (Sales Tax Streamlining) that shifts sales tax to the delivered destination. Sales tax revenue for 2010 is conservatively estimated at \$250,000, the same expected level for 2009.

#### Utility Tax

Utility taxes for Black Diamond are \$510,350 or 29% of General Fund taxes. Black Diamond levies a 6% tax on all public and private utilities such as electric, natural gas, water, sewer, storm water, telephone, and 5% on cable services. The modest increase is related to increased sales of telephone services, digital TV services as well as the base stormwater increase due to 12 months collection in 2010, with only 11 months in 2009.

#### Utility Tax Revenue 2010







# City of Black Diamond Final Budget 2010

## General Fund Revenue, Cont

### Gambling Tax

The City of Black Diamond levies taxes on gambling activities as allowed by the State of Washington. Currently, the City receives gambling taxes on activities such as pull-tabs and amusement devices. Receipts from this tax are anticipated to be \$2,150 in 2010.

### Business Licenses, Cable Franchise Fees and Gun Permits

Business license, gun permit and fingerprinting fee revenue helps cover the cost of administration, inspection and other services for those occupations, trades and activities regulated by the City. Revenue is also collected from the franchise agreement with the cable company.

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Business Licenses, Cable Franchise Fees and Misc.</b>							
Business and Occupation Licenses	30,000	27,419	27,800	27,000	27,000	(800)	-2.9%
Cable Franchise Fees	48,000	50,722	53,500	54,000	55,500	2,000	3.7%
Gun Permits and Fingerprinting	800	1,637	2,000	1,300	1,300	(700)	-35.0%
<b>TOTAL BUS LIC, CABLE FRANCHISE AND MISC</b>	<b>78,800</b>	<b>79,778</b>	<b>83,300</b>	<b>82,300</b>	<b>83,800</b>	<b>500</b>	<b>0.6%</b>

### Land Use and Permitting Fees

These revenues include fees related to land use and construction activities such as plan checks and land use fees, and building, mechanical and plumbing permits. Decreased building activity resulted in a 47.9% decrease in revenue in 2010.

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Land Use and Permitting Fees</b>							
Land Use	19,500	7,480	36,800	11,000	11,000	(25,800)	-70.1%
Plan Check Fees	35,000	21,676	33,400	18,000	17,000	(16,400)	-49.1%
Building and other Permits	76,150	38,928	61,840	32,000	32,000	(29,840)	-48.3%
Hearing Examiner			25,000	25,000	25,000		
Deposits	14,500	5,600	10,000	6,000	2,000	(8,000)	-80.0%
<b>TOTAL LAND USE &amp; PERMITTING</b>	<b>145,150</b>	<b>73,684</b>	<b>167,040</b>	<b>92,000</b>	<b>87,000</b>	<b>(80,040)</b>	<b>-47.9%</b>



# City of Black Diamond Final Budget 2010

## General Fund Revenue, Cont

### Intergovernmental Revenue

Intergovernmental revenue includes grants, entitlements, shared revenues and payments for goods and services provided to the City from the State or other governmental entities. They include per capita distributed revenues such as liquor excise and profit taxes and state and federal grants. The estimate for revenue in this are in 2010 is \$233,566.

The City does receive local government assistance funds approved by the passage of ESSB 6050. This legislation is intended to provide ongoing financial assistance to cities and counties that have a low tax base and are having difficulty providing basic services. These funds are created by diverting small a portion of the real estate excise tax from the Public Works Trust Fund. Since these taxes have declined significantly this year, HB5511 was passed in 2009 to partially replace the deficit.

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Intergovernmental Revenue</b>							
Fire District 17	185,935	185,936					
King County EMS BLS Contract	70,413	70,413	53,104	53,100	52,838	(266)	-0.5%
Local City Assistance	90,000	69,606	55,000	61,940	85,578	30,578	55.6%
Vessel Regis. Boat Safety	23,000	20,474	23,229		23,250	21	0.1%
Recycle Grants	18,435	18,838	18,791	18,900	18,900	109	0.6%
Liquor Board Tax	20,166	19,831	21,000	20,000	20,000	(1,000)	-4.8%
Liquor Board Profits	30,354	27,846	29,000	31,000	31,000	2,000	6.9%
Other Grants and Intergov.	14,755	4,612	40,045	59,269	2,000	(38,045)	-95.0%
<b>TOTAL INTERGOVERNMENTAL REV</b>	<b>453,058</b>	<b>417,555</b>	<b>240,169</b>	<b>244,209</b>	<b>233,566</b>	<b>(6,603)</b>	<b>-2.7%</b>

### Charges for Service

This revenue category includes charges and fees for various services the City performs such as traffic and marine schools, passport services, records services, copies, maps and publications, as well as charges for the Black Diamond Cemetery and Lake Sawyer parking fees. The Central Service allocation includes street, water, sewer and stormwater portion of cost for copier, postage, paper, plotter maintenance, supplies, permitting system maintenance and supplies. A new passport service is expected to bring \$3,000 to the City in 2010.

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Charges for Service</b>							
Home Monitor and DUI Rev	1,000	755	3,000	4,500	4,500	1,500	50.0%
Lake Sawyer Parking Fees	22,000	18,943	22,000	26,000	25,000	3,000	13.6%
Cemetery Fees	9,800	8,608	10,800	2,000	3,500	(7,300)	-67.6%
Other Charges for Service	23,800	22,128	12,041	2,000	12,000	(41)	-0.3%
Police Traffic School	45,000	17,500	74,926	62,000	65,000	(9,926)	-13.2%
Central Services Reimbursements	60,676	30,298	62,735	91,027	91,027	28,292	45.1%
Passport Services	3,000		3,000		3,000		
<b>TOTAL CHARGES FOR SERVICE REV</b>	<b>165,276</b>	<b>98,231</b>	<b>188,502</b>	<b>187,527</b>	<b>204,027</b>	<b>15,525</b>	<b>8.2%</b>





# City of Black Diamond Final Budget 2010

## General Fund Revenue, Cont

### Court Fines and Forfeitures

This represents the City's portion of fines and forfeits collected on citations and other Municipal Court fees. This is always a difficult area to budget as these revenues are based on citations issued, court decisions and of course the defendant's ability to pay. In 2009 the city began accepting credit cards for collection of fines. The current high unemployment may be affecting the collection of fines.

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Court Fines and Forfeits</b>							
Court Traffic Fees and Infractions	109,300	117,287	151,500	100,802	107,800	(43,700)	-28.8%
Court Non Traffic Fees and Infractions	12,600	4,806	4,800	4,900	5,200	400	8.3%
Court Correction, Admin and Other Fees	46,200	41,761	56,700	51,030	52,000	(4,700)	-8.3%
<b>TOTAL COURT FINES AND FORFEITS</b>	<b>168,100</b>	<b>163,854</b>	<b>213,000</b>	<b>187,000</b>	<b>165,000</b>	<b>(48,000)</b>	<b>-22.5%</b>

### Miscellaneous Revenue

Miscellaneous revenue includes interest on investments and property and sales tax proceeds prior to their distribution, as well as the sale of surplus equipment and other miscellaneous revenue sources. Interest income is down 37.6% due to reduced interest rates.

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Miscellaneous Revenue</b>							
Sale of JAG Land			13,296	13,296		(13,296)	-100.0%
Sale of Surplus Equipment	21,000	2,470	12,000	13,021	3,000	(9,000)	-75.0%
Interest	42,500	40,434	8,500	7,000	5,300	(3,200)	-37.6%
Other Miscellaneous	1,600	10,708	4,253	6,000	6,000	1,747	41.1%
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>65,100</b>	<b>53,612</b>	<b>38,049</b>	<b>39,317</b>	<b>14,300</b>	<b>(10,453)</b>	<b>-27.5%</b>
Transfers in			102,223	102,223	102,000	(223)	-0.2%
<b>Total General Fund Operating Rev</b>	<b>2,767,370</b>	<b>2,601,016</b>	<b>2,741,646</b>	<b>2,671,089</b>	<b>2,647,065</b>	<b>(94,581)</b>	<b>-3.4%</b>





# City of Black Diamond Final Budget 2010

## General Fund Revenue, Cont

### Funding Agreement and Other Revenue

The Budget for Funding Agreement of ongoing costs for 2010 is \$1,493,579 plus \$170,967 for other one time type of revenues as well as funding for a 75% planner. The chart below reflects total 2010 General Fund operating revenue plus the ongoing Funding Agreement revenue for staff, maintenance and operation and legal fees.

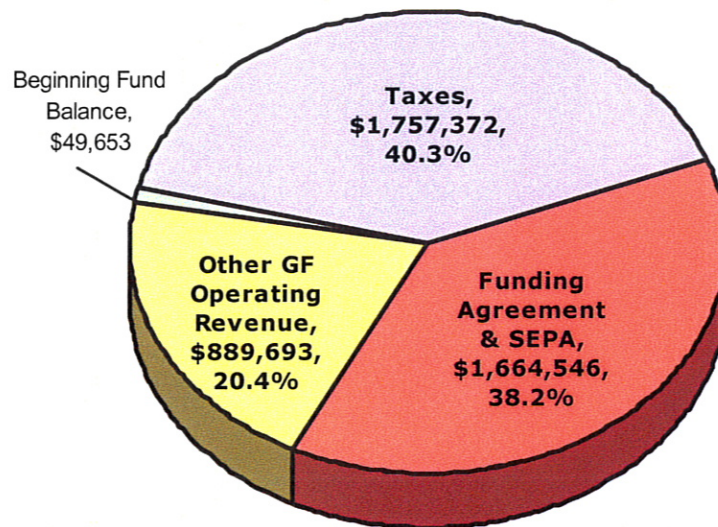
General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>Funding and Other Revenue</b>							
Funding Agreement							
Staff	1,344,548	1,100,779	1,180,423	1,223,698	1,228,579	48,156	4.1%
Maintenance and Operations	180,000	158,875	180,000	180,000	180,000		
Legal	310,900	313,902	116,225	41,225	75,000	(41,225)	-35.5%
Facilities, Furniture and Software	547,892	343,702	99,225	88,600	10,000	(89,225)	-89.9%
Consultants	458,000	340,593		42,350			
Training, Misc and Interfund Loans	76,000						
<b>Subtotal Funding Agreement</b>	<b>2,917,340</b>	<b>2,257,851</b>	<b>1,575,873</b>	<b>1,575,873</b>	<b>1,493,579</b>	<b>(82,294)</b>	<b>-5.2%</b>
Deposits and Studies	775,112	159,299	72,606	72,606	10,000	(62,606)	-86.2%
Legal for SEPA	110,000	78,332	110,000	107,607	80,000	(30,000)	
Annexation Review, Deposits			669,347	770,740		(669,347)	-100.0%
Mstr Planned Dev-Lawson Fees & Reim			82,500	107,500	23,506	(58,994)	-71.5%
Mstr Planned Dev-Villages Fees & Reim			203,330	228,330	32,461	(170,869)	-84.0%
Mstr Planned Dev-Misc Reimbursement					25,000	25,000	
<b>Subtotal Other Revenue</b>	<b>885,112</b>	<b>237,631</b>	<b>1,137,783</b>	<b>1,286,783</b>	<b>170,967</b>	<b>(966,816)</b>	<b>-85.0%</b>
<b>TOTAL FUNDING AND OTHER REV</b>	<b>3,802,452</b>	<b>2,495,482</b>	<b>2,713,656</b>	<b>2,862,656</b>	<b>1,664,546</b>	<b>(1,049,110)</b>	<b>-38.7%</b>



## City of Black Diamond Final Budget 2010

General Fund Sources							
	2008 Budget	2008 Actual	2009 Budget	2009 Est. Year End	2010 Proposed	Bdgt Chg 2009- 2010	Bdgt Chg %
<b>General Fund Revenue</b>							
Subtotal General Fund Rev	6,569,822	5,096,498	5,455,302	5,533,745	4,311,611	(1,143,691)	-21.0%
Beginning Fund Balance	334,709	1,312,414	962,659		49,653	(913,006)	-94.8%
<b>GRAND TOTAL GEN FUND SOURCES</b>	<b>6,904,531</b>	<b>6,408,912</b>	<b>6,417,961</b>	<b>5,533,745</b>	<b>4,361,264</b>	<b>(2,056,697)</b>	<b>-32.0%</b>

### 2010 Total General Fund Sources \$4,361,264





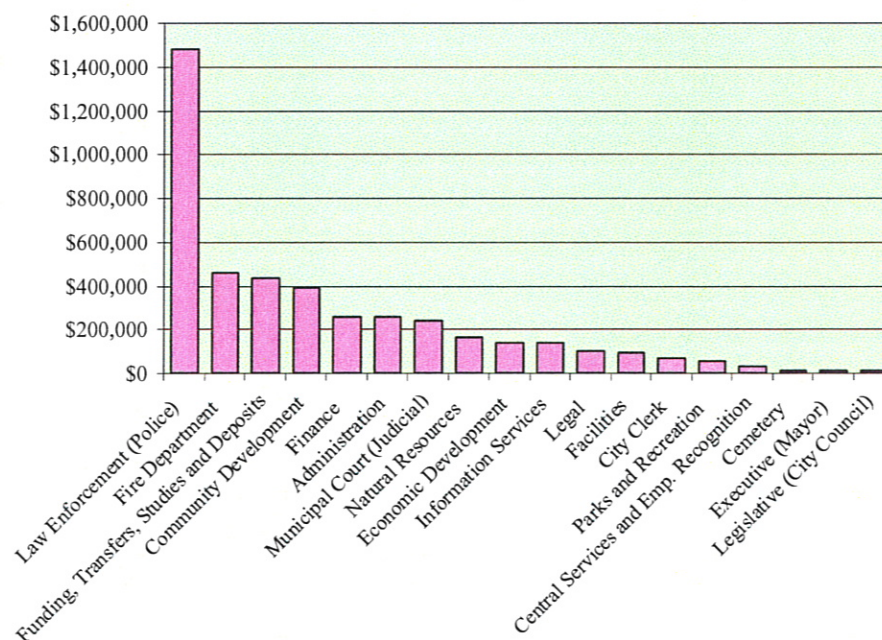


# City of Black Diamond Final Budget 2010

## General Fund Expenditure Summary

TOTAL GENERAL FUND	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
Legislative (City Council)	\$12,755	\$12,103	\$12,827	\$5,655	\$12,592	(235)
Municipal Court (Judicial)	288,861	239,182	298,636	213,280	240,152	(58,484)
Executive (Mayor)	14,409	14,188	14,832	10,027	14,434	(398)
Administration	322,495	304,030	286,402	209,180	255,382	(31,020)
City Clerk	81,064	42,525	81,598	55,890	71,765	(9,833)
Finance	256,105	237,161	288,075	199,851	257,330	(30,745)
Information Services	144,511	106,648	143,294	97,023	136,169	(7,125)
Legal	141,100	124,391	99,772	65,831	100,600	828
Facilities	87,284	87,763	94,336	70,133	93,613	(723)
Law Enforcement (Police)	1,660,994	1,562,823	1,753,700	1,237,587	1,483,463	(270,237)
Natural Resources	166,628	114,334	157,225	125,835	166,156	8,931
Community Development	505,888	385,495	509,343	317,948	391,408	(117,935)
Economic Development	140,108	140,951	149,317	103,336	137,365	(11,952)
Parks and Recreation	73,173	62,066	54,553	39,446	58,326	3,773
Cemetery	17,320	12,794	15,800	10,269	15,123	(677)
Fire Department	633,173	632,225	459,540	208,137	459,540	
Central Services and Emp. Recognition	61,579	42,849	30,482	111,175	31,879	1,397
Subtotal Operations	4,607,447	4,121,528	4,449,732	3,080,602	3,925,297	(524,435)
Funding, Transfers, Studies and Deposits	2,373,084	1,480,749	1,270,368	1,051,577	435,967	(834,401)
General Fund Total	\$6,980,531	\$5,602,277	\$5,720,100	\$4,132,180	\$4,361,264	(1,358,836)

2010 General Fund Expenditure Summary







## City of Black Diamond Preliminary Budget 2010

### General Fund Expenditure Summary

	2008 Budget	2008 Actual	2009 Budget	2010 Budget	Chg \$ 2009- 2010	Change %
<b>EXPENDITURES</b>						
<b>Public Safety</b>						
Public Defender	45,000	40,609	39,000	<b>48,000</b>	9,000	23.1%
Municipal Court	288,861	239,182	298,636	<b>240,152</b>	(58,484)	-19.6%
Police Department	1,660,994	1,562,673	1,753,700	<b>1,483,463</b>	(270,237)	-15.4%
Fire Department	633,173	632,225	459,540	<b>459,540</b>	0	0.0%
<b>Total Public Safety</b>	<b>2,628,028</b>	<b>2,474,689</b>	<b>2,550,876</b>	<b>2,231,155</b>	<b>(319,721)</b>	<b>-12.53%</b>
<b>Maintenance of Buildings and Grounds</b>						
Information Services	144,511	106,648	143,294	<b>136,169</b>	(7,125)	-5.0%
Capital Facilities	87,284	87,763	94,336	<b>93,613</b>	(723)	-0.8%
Parks	73,173	62,066	54,553	<b>58,326</b>	3,773	6.9%
Cemetery	17,320	12,794	15,800	<b>15,123</b>	(677)	-4.3%
Central Services and Emp Recognition	61,579	42,849	30,482	<b>31,879</b>	1,397	4.6%
Facilities M & O	659,788	489,683	262,725	<b>190,000</b>	(72,725)	-27.7%
<b>Total Maintenance of Buildings and Grounds</b>	<b>1,043,655</b>	<b>801,803</b>	<b>601,190</b>	<b>525,110</b>	<b>(76,080)</b>	<b>-12.7%</b>
<b>Development of Community</b>						
Community Development	505,888	385,495	509,343	<b>391,408</b>	(117,935)	-23.2%
Natural Resources	166,628	114,334	157,225	<b>166,156</b>	8,931	5.7%
Economic Development	140,108	140,951	149,317	<b>137,365</b>	(11,952)	-8.0%
<b>Total Development of Community</b>	<b>812,624</b>	<b>640,780</b>	<b>815,885</b>	<b>694,929</b>	<b>(120,956)</b>	<b>-14.8%</b>
<b>Core Staff</b>						
Executive Mayor	14,409	14,188	14,832	<b>14,434</b>	(398)	-2.7%
Legislative Council	12,755	12,103	12,827	<b>12,592</b>	(235)	-1.8%
Administration	322,495	304,030	286,402	<b>255,382</b>	(31,020)	-10.8%
City Clerk	81,064	42,545	81,598	<b>71,765</b>	(9,833)	-12.1%
Finance	256,105	237,161	288,075	<b>257,330</b>	(30,745)	-10.7%
Legal General	96,100	83,782	60,772	<b>52,600</b>	(8,172)	-13.4%
<b>Total Core Staff</b>	<b>782,928</b>	<b>693,809</b>	<b>744,506</b>	<b>664,103</b>	<b>(80,403)</b>	<b>-10.8%</b>
<b>Total Operating General Fund</b>	<b>5,267,235</b>	<b>4,611,081</b>	<b>4,712,457</b>	<b>4,115,297</b>	<b>(597,160)</b>	<b>-12.7%</b>
MPD Annexation and EIS	1,165,452	530,228	975,068	<b>235,967</b>	(739,101)	-75.8%
Studies, Deposits, Transfers & Other	199,636	157,281		<b>10,000</b>	10,000	
YB Consultants	348,208	303,557	32,575		(32,575)	-100.0%
<b>Total General Fund</b>	<b>6,980,531</b>	<b>5,602,147</b>	<b>5,720,100</b>	<b>4,361,264</b>	<b>(1,358,836)</b>	<b>-23.8%</b>





## City of Black Diamond Preliminary Budget 2010

### General Fund Net Operating Expenditures

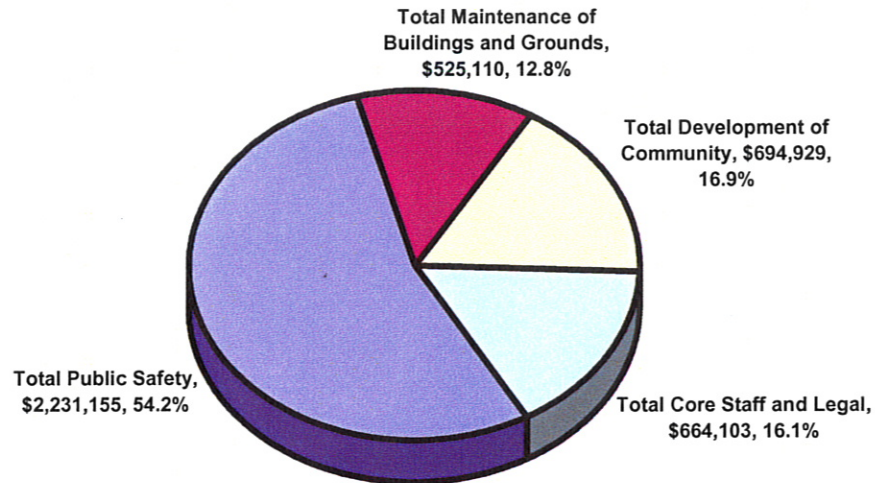
	2010 Budget	Less Funding Agreement	Net Expenditures
<b>EXPENDITURES</b>			
<b>Public Safety</b>			
Public Defender	48,000		48,000
Municipal Court	240,152		240,152
Police Department	1,483,463		1,483,463
Fire Department	459,540		459,540
<b>Total Public Safety</b>	<b>2,231,155</b>		<b>2,231,155</b>
<b>Maintenance of Buildings, Grounds and Equipment</b>			
Information Services	136,169	127,870	8,299
Parks	58,326	13,399	44,927
Cemetery	15,123		15,123
Central Services and Emp Recognition	31,879		31,879
Capital Facilities	93,613	89,506	4,107
Facilities M & O	190,000	190,000	0
<b>Total Maintenance of Buildings and Grounds</b>	<b>525,110</b>	<b>420,775</b>	<b>104,335</b>
<b>Development of Community</b>			
Community Development	391,408	322,007	69,401
Natural Resources	166,156	136,747	29,409
Economic Development	137,365	129,566	7,799
<b>Total Development of Community</b>	<b>694,929</b>	<b>588,320</b>	<b>106,609</b>
<b>Core Staff</b>			
Executive Mayor	14,434		14,434
Legislative Council	12,592		12,592
Administration	255,382	186,084	69,298
City Clerk	71,765		71,765
Finance	257,330	223,399	33,931
Legal	52,600		52,600
<b>Total Core Staff and Legal</b>	<b>664,103</b>	<b>409,483</b>	<b>254,620</b>
<b>Total Operating General Fund</b>	<b>4,115,297</b>	<b>1,418,578</b>	<b>2,696,719</b>



## City of Black Diamond Preliminary Budget 2010

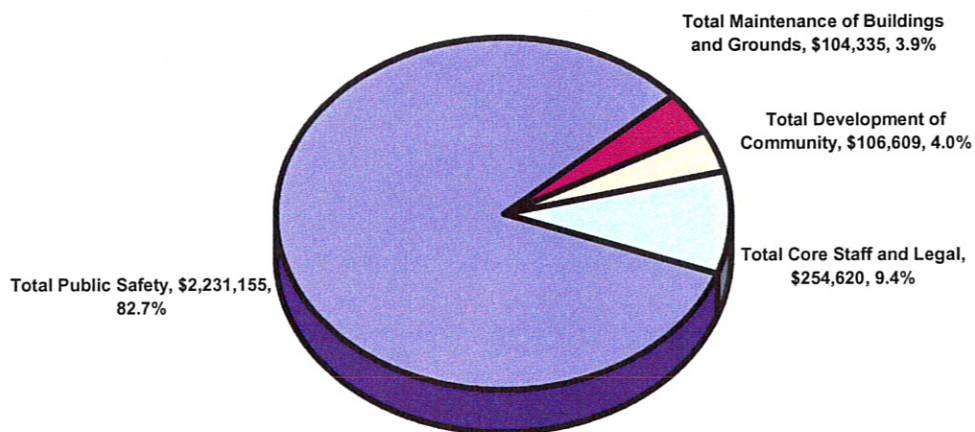
### 2010 General Fund Operating Expenditures

Total 4,115,297



### 2010 General Fund Net Operating Expenditures

Total \$2,696,719







## City of Black Diamond Final Budget 2010

### Legislative Department

This section of the General Fund operating budget provides funding for the legislative branch of the City government. The department consists of five Councilmembers who are elected to serve four-year terms at large, and represent all Black Diamond residents.

The City Council accomplishes City business during regular meetings and workstudies each month. Councilmembers also serve on Council Committees which meet on an as-needed basis. Council duties include approving the annual budget, authorizing inter-local agreements and contracts and deliberating on and passing ordinances and resolutions to set City policies. Four Councilmembers receive a stipend of \$160 per month, with the Mayor Pro Tem receiving \$200 per month.

<b>LEGISLATIVE DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$11,105	\$10,904	\$10,977	\$5,443	\$10,892	(85)
Telephone and Postage	150	81	150			(150)
Meals, Mileage and Lodging	350	123	600	52	600	
Training and Memberships	1,050	980	1,000	160	1,000	
Miscellaneous	100	14	100		100	
<b>Legislative Total</b>	<b>\$12,755</b>	<b>\$12,103</b>	<b>\$12,827</b>	<b>\$5,655</b>	<b>\$12,592</b>	<b>(235)</b>



# City of Black Diamond Final Budget 2010

## Executive Department

This General Fund department contains the Mayor's budget. The Mayor is the Chief Executive Officer of Black Diamond and is directly elected by popular vote by the citizens of Black Diamond for a four-year term. Mayoral duties include overseeing City administration, presiding over all meetings of the Council, signing and enforcing all ordinances, appointing and removing appointed officials, signing contracts entered into by the City, and representing the City in meetings and events held outside of Black Diamond.

The Mayor is paid a stipend of \$1,000 per month. Other costs associated with the Mayor include communications, travel, training and other miscellaneous expenses.

<b>EXECUTIVE (MAYOR)</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$13,009	\$12,961	\$13,022	\$9,728	\$12,974	(48)
Telephone and Postage	500	456	500	0	0	(500)
Meals, Mileage and Lodging	400	379	510	140	510	0
Training and Workshops	450	350	750	150	750	0
Miscellaneous and Operating Supplies	50	41	50	9	200	150
<b>Executive Total</b>	<b>\$14,409</b>	<b>\$14,188</b>	<b>\$14,832</b>	<b>\$10,027</b>	<b>\$14,434</b>	<b>(398)</b>





# City of Black Diamond Final Budget 2010

## City Administration

Administration is part of the General Fund operating budget and provides funding for the overall management of the City of Black Diamond. This budget holds salary and benefits for 70% of the City Administrator and 100% of the Assistant City Administrator. Additional expenses for training, office supplies, etc., for the Assistant City Administrator are in the City Clerk's budget.

In 2010 the City Administrator is allocated 30% to the utilities, 40% to the General Fund and 30% to the YarrowBay funding agreement. The Assistant position is 100% funded through the funding agreement.

ADMINISTRATION DEPARTMENT	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
Wages and Benefits	\$303,995	\$296,941	\$283,390	\$205,438	\$256,267	(27,123)
Furlough (10 day 2009, 13 day 2010)	0	0	-10,347	0	-10,818	(471)
Office and Operating Supplies	3,500	1,046	650	689	300	(350)
Professional Services	2,500	0	0	0	0	0
Telephone and Postage	2,000	1,131	2,000	54	100	(1,900)
Meals, Mileage and Lodging	1,000	837	2,000	1,031	1,800	(200)
Training, Dues and Memberships	6,600	1,629	5,512	1,969	5,100	(412)
Insurance	2,500	2,447	2,447	2,533	2,533	86
Miscellaneous	400	0	750	10	100	(650)
<b>Administration Total</b>	<b>\$322,495</b>	<b>\$304,030</b>	<b>\$286,402</b>	<b>\$211,725</b>	<b>\$255,382</b>	<b>(31,020)</b>

Positions:

1.0 City Administrator: 40% General Fund, 30% Funding Agreement, 30% Utility Allocation

1.0 Assistant City Administrator: 100% Funding Agreement

2.0



## City of Black Diamond Final Budget 2010

### City Clerk Department

The City Clerk Department is responsible for managing the City's official records, including retention, archival and destruction, and processing all requests for public records; oversight of Council meetings, including agenda development and transcribing the official minutes; providing legal notices to the public regarding City business; coordinating elections; maintaining personnel files, interpretation of personnel policies and procedures, supporting the recruiting process and also maintaining and developing the City's website.

This department includes the Assistant City Administrator/City Clerk and the Deputy City Clerk. The Deputy City Clerk is allocated 60% to the General Fund and 40% to Public Works funds. This budget reflects only the General Fund salary and benefits for the Deputy City Clerk, with the Assistant City Administrator/City Clerk salary and benefits being budgeted in Administration. Also reflected in this budget are expenses for training, office supplies, and other expenditures for both positions.

<b>CITY CLERK</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$62,014	\$25,633	58,269	42,126	50,078	(8,191)
Furlough (10 day 2009, 13 day 2010)			-1,633		-1,930	(297)
Office and Operating Supplies	2,000	1,888	2,000	185	500	(1,500)
Telephone and Postage	1,200	15		2		
Code Update	3,000	3,656	6,500	1,138	5,000	(1,500)
Voter Registration Costs	5,000	4,614	9,700	5,724	6,000	(3,700)
Election Costs		1,960	500		6,000	5,500
Printing and Binding	1,000					
Records Management Grant				3,409		
Professional Services	500	156				
Meals, Mileage and Lodging	750	440	2,000	63	1,800	(200)
Training and Memberships	1,500	769	1,686	925	1,500	(186)
Repairs and Miscellaneous	700	57		143		
Insurance	400	377	376	317	317	(59)
Advertising	3,000	2,960	2,200	1,858	2,500	300
<b>City Clerk Total</b>	<b>\$81,064</b>	<b>\$42,525</b>	<b>\$81,598</b>	<b>\$55,890</b>	<b>\$71,765</b>	<b>(9,833)</b>

Positions:

1.0 Deputy City Clerk: 60% General Fund, 40% Utility Allocation

1.0





# City of Black Diamond Final Budget 2010

## Finance Department

The Finance Department is responsible for safeguarding the City's assets by insuring maximum utilization of revenues, providing financial support to City departments and recording and reporting accurate and timely financial information to the State, elected officials and to the citizens of Black Diamond.

This Department provides the services of financial planning and reporting, accounting, accounts receivable, accounts payable, utility billing, payroll processing, cost accounting, business licensing, utility tax collections, cash and investment management and debt service. Finance prepares the Annual Budget, the Comprehensive Annual Financial Report, Capital Improvement Program, reports and monthly financial updates.

This department has a Finance Director and a Deputy Finance Director supported by the YarrowBay funding agreement and a part time (75%) Senior Accountant position. The  $\frac{3}{4}$  time position is allocated 60% to the General Fund and 40% to Public Works funds.

<b>FINANCE DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$247,155	\$229,175	\$281,505	\$196,278	\$260,862	(20,643)
Furlough (10 day 2009, 13 day 2010)	0	0	-9,483	0	-12,039	(2,556)
Office and Operating Supplies	2,100	2,060	2,500	148	700	(1,800)
Professional Services incl State Audit	1,000	1,213	6,450	1,938	2,600	(3,850)
Telephone and Postage	1,000	301	300	17	100	(200)
Meals, Mileage and Lodging	950	930	1,200	585	1,200	0
Training and Memberships	900	740	2,920	860	2,540	(380)
Printing, Binding and Misc.	700	532	300	25	100	(200)
Insurance	2,200	2,175	2,383	1,267	1,267	(1,116)
Advertising	100	34	0	0	0	0
<b>Finance Total</b>	<b>\$256,105</b>	<b>\$237,161</b>	<b>\$288,075</b>	<b>\$201,118</b>	<b>\$257,330</b>	<b>(30,745)</b>

### Positions:

- 1.0 Finance Director: 100% Funding
- 1.0 Deputy Finance Director: 100% Funding
- .75 Senior Accountant: 60% General Fund, 40% Utility Allocation
- 2.75



## City of Black Diamond Final Budget 2010

### Information Services

The City of Black Diamond's Information Services Department is responsible for the procurement, administration and maintenance of the informational systems used by all of the City's departments. This department also provides on-line information for the public via the City website and databases.

This department has one full-time regular employee funded through the YarrowBay funding agreement.

INFORMATION SERVICES DEPT	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
Wages and Benefits	\$124,011	\$80,955	\$134,015	\$96,866	\$133,594	(421)
Furlough (10 day 2009, 13 day 2010)	0	0	-4,252	0	-5,725	(1,473)
Office Supplies and Minor Equip.	500	182	1,250	113	550	(700)
Professional Services	15,000	24,387	7,000	0	3,000	(4,000)
Telephone and Postage	500	22	0	43	400	400
Meals, Mileage and Lodging	1,600	0	1,600	0	800	(800)
Training and Memberships	1,400	15	2,094	0	2,100	6
Insurance	1,100	1,087	1,087	950	950	(137)
Repairs and Miscellaneous	400	0	500	0	500	0
<b>Information Services Total</b>	<b>\$144,511</b>	<b>\$106,648</b>	<b>\$143,294</b>	<b>\$97,973</b>	<b>\$136,169</b>	<b>(7,125)</b>

Position:

1.0 Information Services Manager: 100% Funding





## City of Black Diamond Final Budget 2010

### Capital Facilities Department

The City of Black Diamond's Capital Facilities Department is responsible for the long term planning of the City's building and equipment needs and to handle the daily needs of all departments in repair, replacement and installation of fixtures, furniture and equipment.

The Capital Facilities Department has one full time regular employee supported by the YarrowBay funding agreement.

<b>FACILITIES DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$87,284	\$87,763	\$93,322	\$67,574	\$93,247	(75)
Furlough (10 day 2009, 13 day 2010)			(3,050)		(3,751)	(701)
Office and Operating Supplies			3,100	1,964	2,650	(450)
Vehicle Maintenance				390	400	400
Insurance			544		317	(227)
Training			420	55	100	(320)
Rentals					500	500
Advertising				150	150	150
<b>Facilities Total</b>	<b>\$87,284</b>	<b>\$87,763</b>	<b>\$94,336</b>	<b>\$70,133</b>	<b>\$93,613</b>	<b>(723)</b>

Position:

1.0 Facilities Coordinator: 100% Funding Agreement



## City of Black Diamond Final Budget 2010

### Legal Department

The Legal Department represents the office of the City Attorney. The City Attorney provides Black Diamond with representation on a myriad of issues, including but not limited to providing legal analysis on civil issues, property acquisitions, land use issues, comprehensive plan issues and personnel matters.

The workload of the City Attorney generally includes providing civil legal service, preparing and review of ordinances and other legal documents to which the City is a party, maintaining up-to-date legal research materials including pending and adopted state legislation with municipal impact.

The General legal services are allocated 60% to the General Fund and 40% to Public Works funds. The budget for prosecution is a contracted service.

<b>LEGAL DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Legal Services General	\$57,500	\$58,029	\$40,000	\$23,940	\$45,600	5,600
Legal Services Employment	6,500	5,887	5,000		3,000	(2,000)
Civil Service	500	945	500			(500)
Prosecuting Attorney	45,000	40,609	39,000	28,000	48,000	9,000
Legal - Police Contract	10,000	6,539	3,461	2,883	3,000	(461)
Legal - Lawsuits	20,000	7,377				
Legal Other	1,600	5,005	11,811	11,008	1,000	(10,811)
<b>Legal Total</b>	<b>\$141,100</b>	<b>\$124,391</b>	<b>\$99,772</b>	<b>\$65,831</b>	<b>\$100,600</b>	<b>828</b>





# City of Black Diamond Final Budget 2010

## Municipal Court

The Black Diamond Municipal Court is a court of limited jurisdiction, managing a caseload of approximately 1,500 to 2,400 cases each year. These cases involve infractions, misdemeanors and gross misdemeanors. Other matters such as felony cases are filed and disposed of in King County Superior Court.

Court is in session, and is open to the public the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Wednesday of each month. The Court office is open Monday through Friday from 8:30 a.m. to 5:00 p.m.

Budget for the Court includes a full time Court Administrator, one Court Clerk, and contracted services provided by a Judge and Public Defender. Prosecution costs are budgeted in the Legal Department.

<b>MUNICIPAL COURT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$168,616	\$147,595	\$182,148	\$131,435	178,082	(4,066)
Reduction if Levy Fails					-36,740	(36,740)
Furlough (10 day 2009, 13 day 2010)			(5,436)		-6,995	(1,559)
Court Overtime	1,000		1,000			(1,000)
Office and Operating Supplies	4,000	4,686	3,200	1,765	2,500	(700)
Professional Services - Judge	50,000	42,282	45,000	26,144	40,000	(5,000)
Professional Services - Protem Judge	2,400	1,275	2,000	2,445	2,000	
Court Intrepreter	2,000	2,946	2,000	5,679	4,000	2,000
Other Professional Services		1,709		597	500	500
Witness, Jury Fees	1,500	800	1,500	2,118	1,500	
Video Conferencing	14,000					
Telephone and Postage	6,300	4,209	5,000	2,819	5,000	
Meals, Mileage and Lodging	800	988	800	204	200	(600)
Training and Memberships	3,500	1,335	2,500	1,062	1,000	(1,500)
Advertising	1,000	25				
Insurance	1,360	1,359	2,596		1,855	(741)
Printing, Binding and Forms	3,000	1,527	5,000	1,850	3,500	(1,500)
Shredding, Alarms and Misc	2,000	1,217	1,500	1,250	1,750	250
Merchant Card Fees				621	1,000	1,000
Court Furniture and Capital Outlay	3,041	1,646	1,395	88		(1,395)
Police Security Overtime	10,344	10,361	20,000	15,555	18,000	(2,000)
Public Defender	14,000	15,223	28,433	19,648	23,000	(5,433)
<b>Municipal Court Total</b>	<b>\$288,861</b>	<b>\$239,182</b>	<b>\$298,636</b>	<b>\$213,280</b>	<b>\$240,152</b>	<b>(58,484)</b>

Positions:

1.0 Court Administrator: 100% General Fund

1.0 Court Clerk: 100% General Fund

2.0



# City of Black Diamond Final Budget 2010

## Police Department

The Black Diamond Police Department is currently operating with a Chief of Police, a patrol Sergeant, and nine patrol officers. We have one full time records manager and a part time records clerk. Due to budget constraints this year, the Commander's position was frozen.

The Black Diamond Police Department strives to maintain the trust and confidence of our citizens through proactive policing and demonstration of our core values.

<b>LAW ENFORCEMENT SUMMARY</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Police Operating	\$1,266,819	\$1,203,056	\$1,492,448	\$1,074,250	\$1,259,878	69,225
Police Communications	97,500	101,577	108,573	83,222	114,385	5,812
Police Capital Projects	76,711	81,349	20,904	3,329		(20,904)
Prisoners and Detention	41,091	36,676	53,296	35,235	41,000	(12,296)
Police Building Costs	25,500	22,998	24,300	16,283	22,550	(1,750)
Police Marine	145,373	112,517	53,579	24,968	40,550	(13,029)
Civil Service	8,000	4,650	600	300	5,100	4,500
<b>Law Enforcement Total</b>	<b>\$1,660,994</b>	<b>\$1,562,823</b>	<b>\$1,753,700</b>	<b>\$1,237,587</b>	<b>\$1,483,463</b>	<b>31,558</b>

<b>POLICE OPERATING</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$1,126,579	\$1,024,297	\$1,435,640	\$988,033	\$1,241,098	(194,542)
Reductions if Levy Fails					-\$87,484	(87,484)
\$200 month cut 09 & Furlough			-31,360		-11,582	19,778
Overtime	30,000	101,536	27,000	68,361	45,000	18,000
Overtime and Benefit Reimbursement		-42,824	-51,074	-37,204	-46,000	5,074
Office and Operating Supplies	15,000	21,487	22,959	17,549	19,550	(3,409)
Fuel	30,000	33,124	36,000	14,160	30,000	(6,000)
Firearms	15,840	11,506			15,000	15,000
Traffic Safety Equipment	2,500	1,310		4,941		
Professional Services	10,500	8,916	6,000	6,029		(6,000)
Lodging, Meals and Mileage	2,500	1,630	4,000	157	4,000	
Insurance	20,900	20,831	23,783		30,836	7,053
Advertising and Miscellaneous	800	706	1,400	304	900	(500)
Repairs and Maintenance	8,000	17,438	10,300	8,264	8,300	(2,000)
Training and Memberships	3,700	2,397	6,800	1,919	9,000	2,200
Printing	500	702	1,000	1,537	700	(300)
Merchant Fee Card Services				201	560	560
<b>Police Operating Total</b>	<b>\$1,266,819</b>	<b>\$1,203,056</b>	<b>\$1,492,448</b>	<b>\$1,074,250</b>	<b>\$1,259,878</b>	<b>(232,570)</b>





# City of Black Diamond Final Budget 2010

## Police Department, Cont.

<b>POLICE COMMUNICATIONS</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Valley Comm Dispatch	\$65,150	\$69,347	\$74,498	\$53,260	\$74,500	2
Valley Comm MDT's	2,700	2,609	2,340	1,440	2,340	
King County 800 MHZ Radio	10,600	10,540	11,345	9,795	11,345	
Other Access Charges	1,150	1,513	1,600	1,447	1,600	
Postage and Telephone	9,700	9,643	11,150	11,420	16,600	5,450
WSP Access	3,000	2,789	2,640	1,320	2,500	(140)
King County I NET	4,200	4,125	4,500	3,375	4,500	
Radio Maintenance and Repair	1,000	1,013	500	1,165	1,000	500
<b>Police Communications Total</b>	<b>\$97,500</b>	<b>\$101,577</b>	<b>\$108,573</b>	<b>\$83,222</b>	<b>\$114,385</b>	<b>5,812</b>

<b>POLICE MARINE</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$88,912	\$50,613	\$43,314	\$23,489	\$34,000	(9,314)
Office and Operating Supplies	1,350	1,814	6,640	1,479	3,250	(3,390)
Vehicle Maintenance	800	1,875	1,200		1,000	(200)
Training	200	453	300		300	
Lodging, Meals and Mileage	1,000	1,135	1,725		1,800	75
Marine Boat	53,111	56,440				
Advertising		188	400		200	(200)
<b>Police Marine Total</b>	<b>\$145,373</b>	<b>\$112,517</b>	<b>\$53,579</b>	<b>\$24,968</b>	<b>\$40,550</b>	<b>(13,029)</b>

<b>CIVIL SERVICE</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Testing Fees	\$8,000	\$4,650	\$600	\$300	\$3,000	
Cost of Tests					600	600
Civil Service Legal					1,500	1,500
<b>Civil Service Total</b>	<b>\$8,000</b>	<b>\$4,650</b>	<b>\$600</b>	<b>\$300</b>	<b>\$5,100</b>	<b>4,500</b>

<b>PRISONERS AND DETENTION</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Jail Costs	\$40,841	\$36,420	\$53,296	\$33,405	\$40,000	(13,296)
Electronic Monitoring Costs	250			1,084		
Medical Costs for Incarcerated		256		496	1,000	1,000
Miscellaneous				250		
<b>Prisoners and Detention Total</b>	<b>\$41,091</b>	<b>\$36,676</b>	<b>\$53,296</b>	<b>\$35,235</b>	<b>\$41,000</b>	<b>(12,296)</b>



# City of Black Diamond Final Budget 2010

## Police Department, Cont.

<b>POLICE BUILDING COSTS</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Maintenance Supplies	\$1,000	\$823	\$1,000	\$830	\$1,000	
Custodial Cost	6,000	6,526	7,200	4,414	6,000	(1,200)
Utilities	12,000	11,965	15,000	10,195	14,450	(550)
Building Repairs	4,500	2,369	500	384	500	
Building Alarm Security	2,000	1,315	600	460	600	
<b>Police Buildings Total</b>	<b>\$25,500</b>	<b>\$22,998</b>	<b>\$24,300</b>	<b>\$16,283</b>	<b>\$22,550</b>	<b>(1,750)</b>

<b>POLICE CAPITAL COSTS</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Furniture	\$500	\$1,180	\$500			(500)
Vehicles	76,211	76,303				
CTED Grant Equipment			9,999			(9,999)
Technology (computers/equipment)		3,866				
Traffic Safety Equipment			10,405	3,329		(10,405)
<b>Police Capital Total</b>	<b>\$76,711</b>	<b>\$81,349</b>	<b>\$20,904</b>	<b>\$3,329</b>		<b>(20,904)</b>

### Positions:

- 1.0 Police Chief: 100% General Fund
- 2.0 Sergeant Positions: 100% General Fund
- 7.0 Police Officers: 100% General Fund, Criminal Justice Fund transfer in \$100,000
- 1.0 Police Records Coordinator
- .63 Police Clerk
- 11.63

Police Commander and one Police Officer position are frozen and unfilled.





## City of Black Diamond Final Budget 2010

### Fire Department

The City of Black Diamond contracts with Mountain View/Black Diamond Fire Department, King County Fire District No. 44, for fire services. The department's responsibilities include providing staff 24 hours a day, seven days a week in Black Diamond and providing rescue, firefighting, fire prevention, emergency medical services, disaster services and public education activities to citizens. Fire Investigation Services are contracted through the King County Sheriff's Department.

<b>FIRE DISTRICT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Fire District Professional Services	\$631,373	\$631,373	\$457,540	\$202,963	\$457,540	0
Fire Investigations	1,800	0	2,000	1,788	0	(2,000)
Utilities	0	69	0	503	653	653
Miscellaneous	0	784	0	398	1,347	1,347
Capital Outlay	0	0	0	2,485	0	0
<b>Fire District Total</b>	<b>\$633,173</b>	<b>\$632,225</b>	<b>\$459,540</b>	<b>\$208,137</b>	<b>\$459,540</b>	<b>0</b>



# City of Black Diamond Final Budget 2010

## Community Development Department

The Community Development section of the operating budget provides funding for the City's long-range planning and land use and building permitting functions. The Department also provides staffing to the City Planning Commission and performs code enforcement activities to address nuisances, code violations, and other issues.

This section includes three full time employees; a Director, Permit Supervisor, Permit Technician and one contract employee serving as the Business Official/Code Enforcement Officer.

Most of the employee salary and benefits are paid by the funding agreement with YarrowBay except for building plan review and inspection services, funded through application fees. Code enforcement activities of approximately two days per week are funded through the YarrowBay funding agreement. The remainder of expenses such as training, memberships, office supplies, and allocated costs are General Fund expenditures. The Community Development Administration budget is allocated to the respective divisions of Code, Planning, Building and Permitting.

<b>COMMUNITY DEVELOPMENT SUMMARY</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Administration	\$118,392	\$104,461	\$130,959	\$98,583	\$0	(130,959)
Planning	95,042	91,942	98,575	66,800	89,311	(9,264)
Permitting	236,454	155,342	228,559	141,161	236,514	7,955
Code Enforcement	50,000	32,507	25,600	16,013	40,583	14,983
Hearing Examiner	6,000	1,242	25,000	0	25,000	0
Planning Commission	0	0	650	0	0	(650)
<b>Comm. Development Total</b>	<b>\$505,888</b>	<b>\$385,495</b>	<b>\$509,343</b>	<b>\$322,557</b>	<b>\$391,408</b>	<b>(117,935)</b>

<b>COMM. DEV ADMINISTRATION</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$114,032	\$99,717	\$130,725	\$95,653	\$129,609	(1,116)
Furlough (10 day 2009, 13 day 2010)	0	0	-4,720	0	-5,827	(1,107)
Office and Operating Supplies	1,450	2,024	1,850	335	2,360	510
Professional Services	0	0	2,000	29	0	(2,000)
Communications	500	191	0	21	100	100
Lodging Meals and Mileage	250	80	250	58	1,300	1,050
Insurance	1,360	1,360	816	1,944	1,944	1,128
Training and Memberships	700	1,090	-62	465	1,550	1,612
Misc. and Cost Allocation	100	0	100	78	-131,036	(131,136)
<b>CD Administration Total</b>	<b>\$118,392</b>	<b>\$104,461</b>	<b>\$130,959</b>	<b>\$98,583</b>	<b>\$0</b>	<b>(130,959)</b>





# City of Black Diamond Final Budget 2010

## Community Development Department, Cont.

<b>COMM. DEV PLANNING</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$85,682	\$87,422	\$88,280	\$63,730		(88,280)
Furlough (10 day 2009, 13 day 2010)	0	0	-3,104	0		3,104
Office and Operating Supplies	1,450	1,630	2,530	517		(2,530)
Professional Services	4,500	623	2,000	709		(2,000)
Communications	500	615	1,200	0		(1,200)
Lodging Meals and Mileage	750	72	1,200	32		(1,200)
Insurance	560	544	544	317	317	(227)
Training and Memberships	1,000	320	2,825	650		(2,825)
Misc, Printing and Binding	600	716	3,100	846	1,200	(1,900)
Cost Allocation	0	0	0	0	87,794	87,794
<b>CD Planning Total</b>	<b>\$95,042</b>	<b>\$91,942</b>	<b>\$98,575</b>	<b>\$66,800</b>	<b>\$89,311</b>	<b>(9,264)</b>

<b>COMM. DEV PERMITTING</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$162,594	\$126,706	176,984	127,606	175,720	(1,264)
Furlough (10 day 2009, 13 day 2010)			-5,739		-7,509	(1,770)
Office and Operating Supplies		3,077	2,700	619	1,800	(900)
Permit Inspections	72,000	23,410	46,500	9,410	20,600	(25,900)
Software Maintenance					8,000	8,000
Communications			2,400	33	500	(1,900)
Lodging Meals and Mileage	250	400	1,000	483	1,000	
Advertising			2,400	165	500	(1,900)
Insurance	1,360	1,359	1,567		2,243	676
Training and Memberships	250	390	747	565	900	153
Cost Allocation					32,760	32,760
<b>CD Permitting Total</b>	<b>\$236,454</b>	<b>\$155,342</b>	<b>\$228,559</b>	<b>\$138,880</b>	<b>\$236,514</b>	<b>7,955</b>

Positions:

- 1.0 Community Development Director: 100% Funding Agreement
- 1.0 Permit Technician Supervisor: 100% Funding Agreement
- 1.0 Permit Technician: 100% Funding Agreement
- 3.0



## City of Black Diamond Final Budget 2010

### Natural Resources Department

The City of Black Diamond's Natural Resources Department manages the purchase, restoration and maintenance of the City's natural resources and providing guidance in balancing the protection of the environment and a strong, vibrant economy. Inherent to the Natural Resources Department is significant overlap with the City of Black Diamond's Parks, Recreation and Open Space Program. The Natural Resources Department has and will continue to provide back-up in the development of the City's Comprehensive Parks, Recreation and Open Space Plan as components to this program fall under the responsibilities of this Department.

Natural Resource Department responsibilities involve management of the City's Transfer of Development Rights (TDR's) Program and to help ensure the quality of life that residents of Black Diamond have come to expect. Environmental sensitivity is also part of the City's vision for the future. The Natural Resources Director is the single full time employee in this department, and is supported by the funding agreement with YarrowBay.

<b>NATURAL RESOURCES DEPT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$121,168	\$78,433	\$131,451	\$100,850	\$142,574	11,123
Furlough (10 day 2009, 13 day 2010)	0	0	-4,575	0	-5,843	(1,268)
Office and Operating Supplies	500	1,389	2,000	867	1,250	(750)
Professional Services	1,250	2,134	500	585	500	0
Telephone and Postage	500	0	0	0	0	0
Meals, Mileage and Lodging	1,200	0	890	0	500	(390)
Training	1,150	0	1,150	254	750	(400)
Miscellaneous and Memberships	550	611	300	192	150	(150)
Printing and Binding	500	0	500	435	500	0
Puget Sound Clean Air Assessment	2,000	2,016	2,187	2,187	2,190	3
WIRA 9 Membership	3,700	4,427	3,735	2,733	3,735	0
Water Stewardship Quality	5,300	0	0	0	0	0
Recycling Program Grant	18,000	17,838	18,000	17,751	18,900	900
Envir. Prot. MKT Gravel Ops	10,000	6,399	0	0	0	0
Insurance	810	1,087	1,087	950	950	(137)
<b>Natural Resources Total</b>	<b>\$166,628</b>	<b>\$114,334</b>	<b>\$157,225</b>	<b>\$126,804</b>	<b>\$166,156</b>	<b>8,931</b>

Position:

1.0 Stewardship/Parks Director 100% Funding Agreement





## City of Black Diamond Final Budget 2010

### Economic Development Department

The City of Black Diamond's Economic Development Department provides a bridge between private and public sectors to assist with the economic growth of the community in areas of job creation and retention through recruitment and expansion of businesses and developments.

Economic Development Department responsibilities involve implementing strategies that will aid in business attraction. The goal is to increase the job base while maintaining the current jobs in Black Diamond, and to develop and maintain economic development related data and databases necessary for business recruitment.

Economic Development also has the primary responsibility to develop and enhance partnerships with agencies, utilities, transportation, and other economic development allies. This department also manages land acquisitions and project planning for City owned development projects.

The Economic Development Director is the single full time employee in this department and is supported by the YarrowBay funding agreement.

<b>ECONOMIC DEVELOPMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$132,248	\$131,124	\$143,371	\$99,906	\$135,380	(7,991)
Furlough (10 day 2009, 13 day 2010)	0	0	-4,539	0	-5,815	(1,276)
Office and Operating Supplies	1,000	1,279	1,350	741	1,150	(200)
Professional Services	2,000	0	2,000	0	0	(2,000)
Telephone and Postage	500	285	1,000	0	1,000	0
Meals, Mileage and Lodging	1,350	5,573	2,000	1,101	1,900	(100)
Training and Memberships	1,450	1,604	2,648	1,552	2,350	(298)
Insurance	1,110	1,087	1,087	950	950	(137)
Miscellaneous	450	0	400	56	450	50
<b>Economic Development Total</b>	<b>\$140,108</b>	<b>\$140,951</b>	<b>\$149,317</b>	<b>\$104,305</b>	<b>\$137,365</b>	<b>(11,952)</b>

Positions:

1.0 Economic Development Director: 100% Funding Agreement



## City of Black Diamond Final Budget 2010

### Parks and Recreation Department

The City of Black Diamond's Park Department provides maintenance of the three active parks including the Eagle Creek Park that provides a basketball court and benches, a BMX track, a boat launch facility on Lake Sawyer and the downtown park that provides tennis courts, picnicking, and a skate board facility. In addition to the active parks the City has two passive parks including the Union Stump historical marker and the Coal Car Triangle historical marker. The City also has a 168 acre undeveloped park at the south end of Lake Sawyer. In total the City has 173.5 acres of park property.

The Public Works crew and seasonal summer help maintain the city park areas. They are allocated 8% to this area. This amounts to a 32% FTE allocation to Parks.

<b>PARKS AND RECREATION DEPT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$45,273	\$36,539	\$35,106	\$25,802	\$34,469	(637)
Furlough (10 day 2009, 13 day 2010)	0	0	-4,341	0	-633	3,708
Museum Electric & Ins. Costs	3,200	3,703	5,000	5,963	6,592	1,592
Portable Restrooms	2,500	2,242	2,500	1,797	2,500	0
Office and Operating Supplies	5,000	6,403	5,822	2,744	2,150	(3,672)
Communications	0	448	600	261	700	100
Professional Services	4,000	3,028	1,600	2,724	2,800	1,200
Utilities	100	614	1,000	1,964	2,690	1,690
Insurance	6,100	6,104	5,266	4,708	4,708	(558)
Repairs and Maintenance	2,000	1,096	1,000	613	1,500	500
Merchant Fees and Miscellaneous	0	439	500	503	850	350
Capital Outlay	5,000	1,450	500	0	0	(500)
<b>Parks and Recreation Total</b>	<b>\$73,173</b>	<b>\$62,066</b>	<b>\$54,553</b>	<b>\$47,079</b>	<b>\$58,326</b>	<b>3,773</b>

Positions:

.32 Park Department: 32% of a full time equivalent employee allocated to the General Fund  
.32





## City of Black Diamond Final Budget 2010

### Cemetery Department

The City of Black Diamond's Cemetery Department provides operations and maintenance of the cemetery. This involves coordinating burials, sale of cemetery plots, providing physical burial services and maintaining the cemetery grounds. The burial fees cover the costs associated with the burial.

The City mows and trims the cemetery once a week during the heavy grass growing months and once every two weeks for the drier months during the growing season. The Cemetery Department has .18% of a full time employee dedicated to the cemetery functions. This is allocated among the utility employees, seasonal help and partially to City Hall's front counter assistant. The Cemetery is supported by the General Fund.

<b>CEMETERY DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$13,100	\$11,501	\$13,450	\$9,792	\$13,420	(30)
Furlough (10 day 2009, 13 day 2010)	0	0	-1,188	0	-269	919
Telephone and Postage	0	57	0	65	0	0
Office and Operating Supplies	1,350	750	1,500	239	1,350	(150)
Insurance	1,700	0	838	332	332	(506)
Utilities	0	44	0	76	140	140
Repairs and Maintenance	1,000	266	1,000	89	0	(1,000)
Tax and Miscellaneous	170	177	200	6	150	(50)
<b>Cemetery Total</b>	<b>\$17,320</b>	<b>\$12,794</b>	<b>\$15,800</b>	<b>\$10,599</b>	<b>\$15,123</b>	<b>(677)</b>

Positions:

.18 Cemetery Department: 18% of a full time equivalent employee allocated to the General Fund  
 .18



## City of Black Diamond Final Budget 2010

### Central Services and Employee Recognition

Central Services and Employee Recognition budget captures shared costs for various departments, including office and operating supplies, copier costs, postage, utilities, custodial services and building insurance.

Costs that benefit a variety of departments are paid from Central Services and then allocated through cost allocations. Employee recognition budget includes employee and elected official recognition, awards and an annual banquet.

<b>CENTRAL SERVICES AND EMPLOYEE RECOGNITION</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Office and Operating Supplies	\$6,850	\$6,244	\$3,671	\$3,713	\$4,750	1,079
Telephone and Postage	7,200	5,590	3,000	3,302	4,000	1,000
Utilities	1,200	992	200	97	200	0
Custodial	500	214	0	0	0	0
Memberships	6,275	6,161	5,450	5,941	6,700	1,250
Copier Maintenance	5,400	4,744	1,000	0	0	(1,000)
Insurance	9,500	9,476	4,661	4,469	4,469	(192)
Professional Services	5,200	180	0	0	0	0
Software Maintenance	7,040	1,686	4,500	2,010	4,500	0
Printing and Miscellaneous	6,914	4,676	2,000	2,855	2,400	400
Lodging, Meals and Mileage	400	212	0	0	0	0
Vehicle Repairs and Maintenance	1,100	361	0	35	0	0
Employee Recognition Program	500	743	3,500	9	1,500	(2,000)
Council Retreat	2,500	399	1,500	0	1,000	(500)
King County Mental Health	1,000	954	1,000	722	960	(40)
Merchant Fees	0	0	0	406	1,400	1,400
<b>Central Svcs and Emp Recog. Total</b>	<b>\$61,579</b>	<b>\$42,633</b>	<b>\$30,482</b>	<b>\$23,557</b>	<b>\$31,879</b>	<b>1,397</b>





## City of Black Diamond Final Budget 2010

### Funding Agreement, Studies, Deposits and Interfund Transfers

This area of the General Fund budget includes one time only cost, transfers, deposits, studies, maintenance and legal costs and the Funding Agreement. The MPD expenses include the addition of a 75% planning position.

<b>FUNDING, STUDIES, DEPOSITS, TRANSFERS AND OTHER MISC</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>FUNDING</b>						
Maintenance	\$180,000	\$180,000	\$180,000	\$114,874	\$180,000	
Legal	310,000	310,206	116,225	34,714	75,000	(41,225)
Computer Software and Maintenance	227,500	130,258	82,725	80,144	10,000	(72,725)
Facility Move and Equipment	252,288	179,425				
<b>Total Funding</b>	<b>969,788</b>	<b>799,889</b>	<b>378,950</b>	<b>229,732</b>	<b>265,000</b>	<b>(113,950)</b>
<b>OTHER</b>						
Other Transfers	29,000	29,000				
Loan for Equipment	113,636	75,000				
Deposits and Studies	20,000	14,956		6,906	10,000	10,000
MPD Annexation and EIS	855,452	220,022	858,843	790,070	160,967	(697,876)
YarrowBay Consultants	348,208	303,557	32,575	24,869		(32,575)
Capital Outlay Previous Yr	37,000	37,645				
Interest Previous Yr		680				
<b>Total Other</b>	<b>1,403,296</b>	<b>680,860</b>	<b>891,418</b>	<b>821,845</b>	<b>170,967</b>	<b>(720,451)</b>
<b>FUNDING AND OTHER TOTAL</b>	<b>\$2,373,084</b>	<b>\$1,480,749</b>	<b>\$1,270,368</b>	<b>\$1,051,577</b>	<b>\$435,967</b>	<b>(834,401)</b>



*This page left intentionally blank*



# Special Revenue Funds





## City of Black Diamond Final Budget 2010

### Fire Equipment Reserve Fund 002

The Fire Equipment Reserve Fund was established when Black Diamond had a Fire Department. Black Diamond currently contracts with Fire District 44 for fire service. Under that contract Fire District 44 is responsible for equipment replacement. Black Diamond is however responsible for engines, one aid car, one brush truck and two support vehicles. This reserve fund can be used to offset future fire vehicle replacements.

<b>FIRE EQUIPMENT RESERVE FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>REVENUE</b>						
Investment Interest	\$0	\$1,568	\$600	\$353	\$700	100
Beginning Cash and Investments	0	54,515	56,083	0	56,683	600
<b>Total Fire Equipment Reserve Sources</b>	<b>0</b>	<b>56,083</b>	<b>56,683</b>	<b>353</b>	<b>57,383</b>	<b>700</b>

<b>FIRE EQUIPMENT RESERVE FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>EXPENDITURES</b>						
Ending Cash and Investments Reserved	0	56,083	56,683	0	57,383	700
Ending Cash and Investments Unreserved						
<b>Total Fire Equipment Reserve Uses</b>	<b>\$0</b>	<b>\$56,083</b>	<b>\$56,683</b>	<b>\$0</b>	<b>\$57,383</b>	<b>700</b>





# City of Black Diamond Final Budget 2010

## Street Fund 101

The Street Department is responsible for maintaining and upgrading public streets and sidewalks, street lighting, traffic control signs, signals and pavement markings to provide the public with a convenient and safe street system in Black Diamond.

<b>OPERATING REVENUE STREET DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Street Gas Tax	\$104,318	\$94,332	\$85,000	\$66,702	\$85,000	
Licenses and Permits	8,500	2,500	4,000	6,190	4,200	200
<b>Street Operating Revenue Total</b>	<b>\$112,818</b>	<b>\$96,832</b>	<b>\$89,000</b>	<b>\$72,892</b>	<b>\$89,200</b>	<b>200</b>

<b>OTHER REVENUE STREET DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Interest	\$15,000	\$14,248	\$4,200	\$2,799	\$4,200	
Grants and Other		8,010		-6		
Funding Reimbursement	35,874	9,678	21,211	9,800	2,032	(19,179)
<b>Total Other Street Revenue</b>	<b>50,874</b>	<b>31,936</b>	<b>25,411</b>	<b>12,593</b>	<b>6,232</b>	<b>(19,179)</b>
<b>Total Street Revenue</b>	<b>163,692</b>	<b>128,768</b>	<b>114,411</b>	<b>85,485</b>	<b>95,432</b>	<b>(18,979)</b>
Beginning Cash and Investments	151,000	569,674	428,450		392,141	(36,309)
<b>Total Street Fund Sources</b>	<b>\$314,692</b>	<b>\$698,442</b>	<b>\$542,861</b>	<b>\$85,485</b>	<b>\$487,573</b>	<b>(55,288)</b>

<b>OPERATING EXPENDITURES STREET DEPARTMENT</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
Wages and Benefits	\$74,782	\$49,626	\$75,097	\$53,715	\$63,244	(11,853)
Furlough for Director and Spt			-1,581		-1,743	(162)
Operating Supplies	13,750	3,391	12,800	5,613	10,980	(1,820)
Street Lighting	24,500	24,609	24,500	20,162	30,913	6,413
Street Striping	4,500	4,631	7,500	5,785	7,500	
Traffic Signal Maintenance	3,500	3,855	3,500	2,095	3,500	
Repairs and Maintenance	6,000	20,243	3,500	2,975	3,000	(500)
Street Sweeping	1,500	1,417	1,500	1,661	1,500	
Legal and Other Professional Service	2,500	188	2,380	2,760	9,120	6,740
Transportation Plan	5,000	700	5,600	5,900	5,000	(600)
Utilities including Communications	2,600	3,076	3,750	1,676	4,105	355
Misc, Training and Meals	1,500	438	1,700	325	1,700	
Insurance	1,600	2,654	2,664	1,677	1,677	(987)
Allocations		108	6,275	7,533	7,190	915
<b>Street EXP Department Total</b>	<b>\$141,732</b>	<b>\$114,936</b>	<b>\$149,185</b>	<b>\$111,878</b>	<b>\$147,686</b>	<b>(1,499)</b>



## City of Black Diamond Final Budget 2010

### Street Fund 101, Cont.

OTHER EXPENDITURES STREET DEPARTMENT	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
Transfer Out to Projects	\$158,500	\$158,500	\$15,447		\$30,000	14,553
Subtotal Other Expenses	158,500	158,500	15,447		30,000	14,553
Total Street Expenses	300,232	273,436	164,632	111,878	177,686	13,054
Ending Cash and Investments	14,460	425,006	378,229		309,887	(68,342)
Street Other Uses Total	\$314,692	\$698,442	\$542,861	\$111,878	\$487,573	(55,288)

Allocations of utility workers and support to the Street Fund total .61 of a full time employee.



## City of Black Diamond, Washington

## Street Fund

1-Dec-09

	2008 Street Budget	2008 Street Actual	2009 Str Budget	2009 Estimate Actual	2010 Budget
Street Gas Tax	104,318	94,332	85,000	85,000	85,000
St/Sidewalk cut/Curb var	0	1,000	1,000	1,000	700
Right of way permit	8,500	1,500	3,000	3,000	3,500
Charges for service		250			
<b>Operating Revenue</b>	<b>112,818</b>	<b>97,082</b>	<b>89,000</b>	<b>89,000</b>	<b>89,200</b>
prev Storm Clean up Grant	0	7,760			
Yarrow Bay-Seth Reimb	35,874	9,677	21,211	21,211	2,032
Investment Interest	15,000	14,248	4,200	4,200	4,200
<b>Subtotal Other Rev</b>	<b>50,874</b>	<b>31,685</b>	<b>25,411</b>	<b>25,411</b>	<b>6,232</b>
<b>Total Revenue</b>	<b>163,692</b>	<b>128,767</b>	<b>114,411</b>	<b>114,411</b>	<b>95,432</b>
<b>Beginning C&amp;I Bal-unres</b>	<b>151,000</b>	<b>569,674</b>	<b>428,450</b>	<b>428,450</b>	<b>392,141</b>
			0	0	0
<b>Total Sources</b>	<b>314,692</b>	<b>698,441</b>	<b>542,861</b>	<b>542,861</b>	<b>487,573</b>
Sal & Bene- Staff	63,855	40,309	73,065	61,065	61,212
Sal & Bene-Seth (see Rev)	9,677	9,677	2,032	2,032	2,032
Furlough days			(1,581)	(1,581)	(1,743)
<b>Total Sal &amp; Bene</b>	<b>73,532</b>	<b>49,986</b>	<b>73,516</b>	<b>61,516</b>	<b>61,501</b>
Roadside Mtc Sup	10,000	7,924	4,500	2,900	3,500
Sup, Copies, Postage			1,913	1,913	1,913
Operating Uniforms & sup	750	917	1,300	650	1,080
Street Signs	1,000	0	2,000	1,900	2,000
Sand & salt				1,300	1,500
Fuel	2,500	2,219	4,000	1,000	1,900
Tools	2,000	364	1,000	800	1,000
<b>Total Supplies</b>	<b>16,250</b>	<b>11,424</b>	<b>14,713</b>	<b>10,463</b>	<b>12,893</b>
Insurance	1,600	2,654	2,664	1,677	1,677
Telephone/Postage	1,350	312	1,250	600	1,500
Prof Services-Trans plan	7,000	739	5,600	6,000	5,000
Traffic signal Mtc	3,500	3,855	3,500	2,800	3,500
Street Lights	24,500	24,500	24,500	29,000	29,000
Street striping	4,500	4,670	7,500	7,700	7,500
Street Sweeping & Cleaning	1,500	1,417	1,500	2,215	1,500
Travel, memberships, training	500		1,500	1,200	1,500
Advertising	500	15	100	100	100
Vehicle & Shop Mtc & Misc	4,500	11,992	3,600	1,500	3,100
Utilities	2,500	2,780	2,500	1,000	2,605
Legal costs			1,380	4,140	9,120
Audit costs		157	1,000	1,000	0
Cost Alloc- Adm		434	4,362	4,362	7,190
<b>Total Services &amp; chgs</b>	<b>51,950</b>	<b>53,525</b>	<b>60,956</b>	<b>63,294</b>	<b>73,292</b>
<b>Total Operating Exp</b>	<b>141,732</b>	<b>114,935</b>	<b>149,185</b>	<b>135,273</b>	<b>147,686</b>
Transfer out-CIP St Pres	30,000	30,000	0		20,000
Trans out RR Grant Mtg	107,500	107,500			
Trans out-RR CIP	13,500	13,500			
Transfer for Equipment-CIP	7,500	7,500	10,000	10,000	10,000
Transfer out Ginder Creek			5,447	5,447	
<b>Subtotal Other Exp</b>	<b>158,500</b>	<b>158,500</b>	<b>15,447</b>	<b>15,447</b>	<b>30,000</b>
<b>Total Expenditures</b>	<b>300,232</b>	<b>273,435</b>	<b>164,632</b>	<b>150,720</b>	<b>177,686</b>
<b>Total Ending Cash &amp; Inv</b>	<b>14,460</b>	<b>425,006</b>	<b>378,229</b>	<b>392,141</b>	<b>309,887</b>
<b>Total Uses</b>	<b>314,692</b>	<b>698,441</b>	<b>542,861</b>	<b>542,861</b>	<b>487,573</b>
net shortfall/surplus	0	0	0	0	0



## City of Black Diamond Preliminary Budget 2010

### Street Equipment Reserve Fund 102

The Street Equipment Reserve Fund was established to collect funds from Street, Water, Wastewater and Stormwater for future shared equipment replacement. Some examples are vehicles and slope mower replacements.

<b>STREET EQUIPMENT RESERVE FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>REVENUE</b>						
Transfer in Water Capital	\$7,500	\$7,500	\$10,000	\$0	\$10,000	0
Transfer in Wastewater Capital	7,500	7,500	10,000	0	10,000	0
Transfer in Stormwater Capital	0	0	10,000	0	10,000	0
Transfer in Street Fund	7,500	7,500	10,000	0	10,000	0
Interest	0	2,096	1,200	771	1,200	0
<b>Subtotal Revenue</b>	<b>22,500</b>	<b>24,596</b>	<b>41,200</b>	<b>771</b>	<b>41,200</b>	
Beginning Cash and Investments	0	98,129	122,725	0	163,925	41,200
<b>Total Street Equipment Reserve Sources</b>	<b>\$22,500</b>	<b>\$122,725</b>	<b>\$163,925</b>	<b>\$771</b>	<b>\$205,125</b>	<b>41,200</b>

<b>STREET EQUIPMENT RESERVE FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>EXPENDITURES</b>						
Ending Cash and Investments Reserved	22,500	122,725	163,925	0	205,125	41,200
Ending Cash and Investments Unreserved						
<b>Total Street Equipment Reserve Uses</b>	<b>\$22,500</b>	<b>\$122,725</b>	<b>\$163,925</b>	<b>\$0</b>	<b>\$205,125</b>	<b>41,200</b>





## City of Black Diamond Final Budget 2010

### Real Estate Excise Tax 1 (REET 1) - 104 Fund

The Real Estate Excise Tax is authorized by RCW 8245.010 and can be used for capital projects. Cities must use these funds as long as they are identified in a capital improvement plan. Specifically, one quarter percent of the real estate excise tax is collected then transferred to Fund 310 to be used for general government capital projects.

<b>REAL ESTATE EXCISE TAX 1</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>REVENUE</b>						
Real Estate Excise Tax 1	80,000	56,019	30,000	30,229	30,000	
Investment Interest	32,000	27,071	9,800	6,327	9,800	
<b>Subtotal Revenue</b>	<b>112,000</b>	<b>83,090</b>	<b>39,800</b>	<b>36,556</b>	<b>39,800</b>	
Beginning Cash and Investments	1,126,792	988,292	932,882		663,482	(269,400)
<b>Total REET 1 Revenue Sources</b>	<b>\$1,238,792</b>	<b>\$1,071,382</b>	<b>\$972,682</b>	<b>\$36,556</b>	<b>\$703,282</b>	<b>(269,400)</b>

<b>REAL ESTATE EXCISE TAX 1</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>EXPENDITURES</b>						
Transfer out to General Govt Capital Fund	138,500	138,500	309,200	183,200	260,000	(49,200)
Ending Cash and Investments	1,100,292	932,882	663,482		443,282	(220,200)
<b>Total REET 1 Operating Uses</b>	<b>\$1,238,792</b>	<b>\$1,071,382</b>	<b>\$972,682</b>	<b>\$183,200</b>	<b>\$703,282</b>	<b>(269,400)</b>



## City of Black Diamond Final Budget 2010

### Real Estate Excise Tax 2 (REET 2) - 105 fund

The Real Estate Excise Tax is authorized by RCW 8245.010 and can be used for capital projects. This part of the real estate excise tax may only be levied by cities that plan under the Growth Management Act.

Specifically, one quarter percent of the real estate excise tax is to be used for public works projects for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

<b>REAL ESTATE EXCISE TAX 2</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>REVENUE</b>						
Real Estate Excise Tax 2	80,000	55,149	30,000	30,229	30,000	
Investment Interest	35,000	28,058	10,300	6,743	9,800	-500
<b>Subtotal Revenue</b>	<b>115,000</b>	<b>83,207</b>	<b>40,300</b>	<b>36,971</b>	<b>39,800</b>	<b>-500</b>
Beginning Cash and Investments	1,014,596	1,014,595	1,097,802		813,102	(284,700)
<b>Total REET 2 Revenue Sources</b>	<b>\$1,129,596</b>	<b>\$1,097,802</b>	<b>\$1,138,102</b>	<b>\$36,971</b>	<b>\$852,902</b>	<b>(285,200)</b>

<b>REAL ESTATE EXCISE TAX 2</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>EXPENDITURES</b>						
Transfer out to Public Works Capital Fund			325,000	210,000	323,500	(1,500)
Ending Cash and Investments	1,129,596	1,097,802	813,102		529,402	(283,700)
<b>Total REET 2 Operating Uses</b>	<b>\$1,129,596</b>	<b>\$1,097,802</b>	<b>\$1,138,102</b>	<b>\$210,000</b>	<b>\$852,902</b>	<b>(285,200)</b>





## City of Black Diamond Final Budget 2010

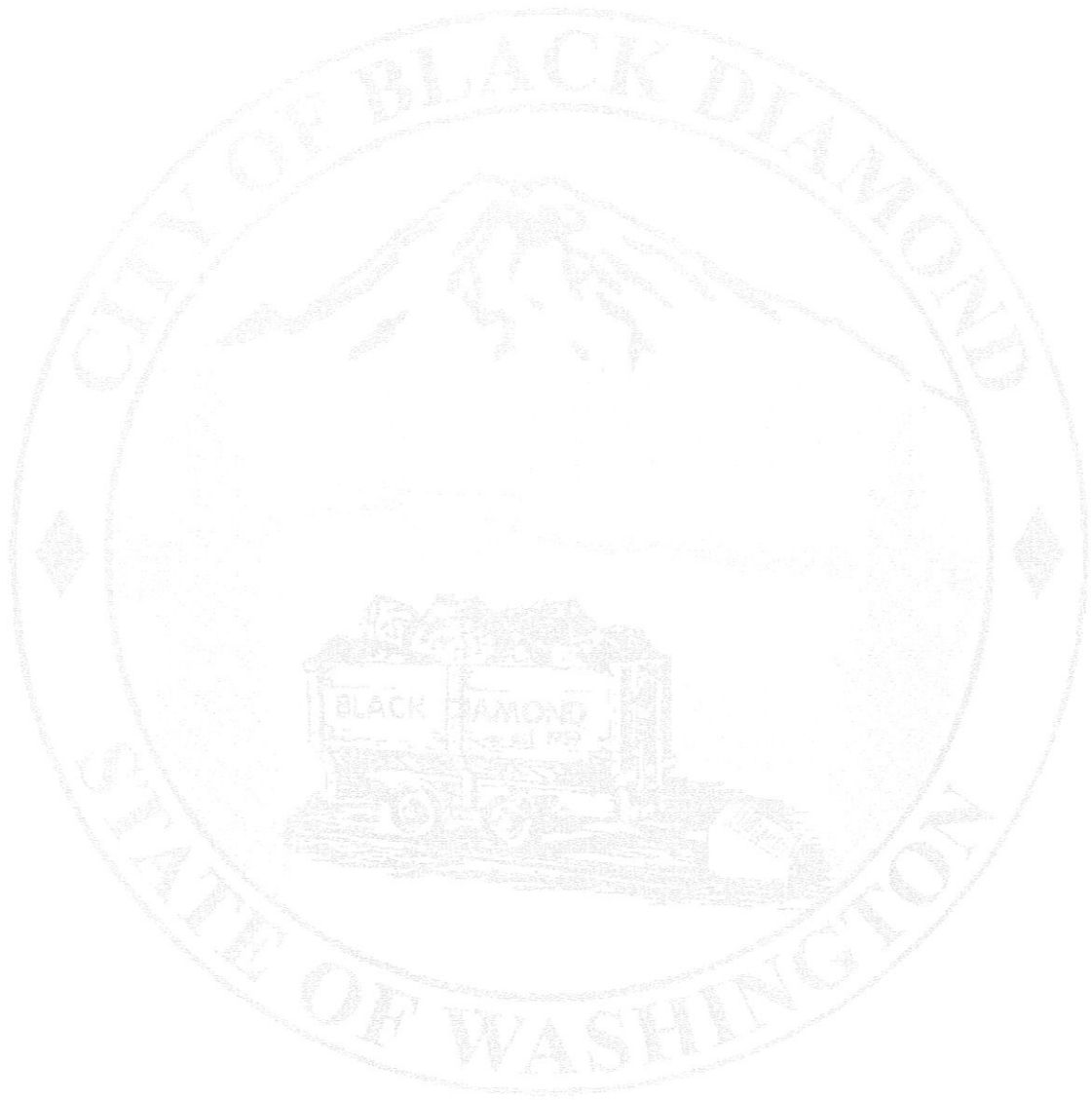
### Criminal Justice Fund 122

The Criminal Justice Fund was established to account for the financial resources to be used for programs relating to Criminal Justice activity. Financial resources primarily come from the State through RCW 82.14.330 that is based on per-capita data and crime rates. Monies are to be used for Criminal Justice activities through innovative law enforcement programs.

Criminal Justice revenue includes criminal justice tax money, state shared revenue (former Community Trade and Economic Development or CTED funds), criminal justice population revenue, revenue from the sale of seized property from non-drug felony cases and small grants. These monies are determined by the State each year. The Criminal Justice Fund primarily supports one full time officer assigned to Criminal Justice. Additional funds are used for special training, the Police K9 (dog) program, our policy and procedure manual, training and some communication costs.

CRIMINAL JUSTICE FUND	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>REVENUE</b>						
Local Criminal Justice Funds	\$101,000	\$98,024	\$83,000	\$62,250	\$83,000	0
Criminal Justice Population	1,000	1,186	1,000	1,317	1,000	0
Special Programs	3,200	3,650	3,800	2,546	4,200	400
Grants and Donations	2,100	6,305	250	8,113	3,250	3,000
Confiscated and Forfeited	2,000	4,326	1,500	544	0	-1,500
Interest and Misc	1,118	2,613	1,000	735	1,000	0
<b>Subtotal Revenue</b>	<b>110,418</b>	<b>116,104</b>	<b>90,550</b>	<b>75,504</b>	<b>92,450</b>	<b>1,900</b>
Beginning Cash and Investments	17,000	73,788	125,461	0	89,000	(36,461)
<b>Total Criminal Justice Sources</b>	<b>\$127,418</b>	<b>\$189,891</b>	<b>\$216,011</b>	<b>\$75,504</b>	<b>\$181,450</b>	<b>(34,561)</b>

CRIMINAL JUSTICE FUND	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>EXPENDITURES</b>						
Wages and Benefits	78,105	31,141	0	0	0	0
Operating Supplies	1,750	808	1,000	8	1,950	950
Communications	4,600	4,592	3,300	869	1,000	(2,300)
Lodging, Meals and Mileage	500	0	0	148	2,500	2,500
Training and Building Rental	11,273	13,123	9,434	6,487	12,591	3,157
K-9 Program	3,000	4,683	4,879	5,991	6,150	1,271
Dare Program	0	0	0	2,749	2,000	2,000
Capital Outlay	21,340	0	0	0	0	0
Lexipol	5,950	5,950	5,950	2,450	5,950	0
Insurance	900	815	815	317	317	(498)
Investigations	0	3,318	0	0	0	0
Transfer out to General Fund	0	0	102,223	76,500	102,000	(223)
<b>Subtotal CJ Expenses</b>	<b>127,418</b>	<b>64,430</b>	<b>127,601</b>	<b>95,520</b>	<b>134,458</b>	<b>6,857</b>
Ending Cash and Investments	0	125,461	88,410	0	46,992	(41,418)
<b>Total Criminal Justice Fund Uses</b>	<b>\$127,418</b>	<b>\$189,891</b>	<b>\$216,011</b>	<b>\$95,520</b>	<b>\$181,450</b>	<b>(34,561)</b>



*This page left intentionally blank*



# Capital Funds





# City of Black Diamond Final Budget 2010

## General Government Capital Fund 310

Black Diamond adopted the first 2008 – 2013 Capital Improvement Plan in 2008. The Capital plan for 2009 – 2014 is the yearly update and coincides with this budget document. Capital projects for 2010 are found in funds 310 and 320. This is the General Government portion of the Capital plan for year 2010. For more detail on these projects please refer to the Capital Improvement Plan.

GENERAL GOVERNMENT CAPITAL PROJECTS 310	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>REVENUE</b>						
Transfer in From REET 1 & Gen Fund	\$167,500	\$167,500	\$309,200	\$120,000	\$260,000	(49,200)
Trans REET 1 Transpor Update & Imp Fee Study					80,000	80,000
Grant Funding	50,000		124,000	77,000	52,000	(72,000)
Funding Agreement					10,000	10,000
King County Parks Tax Levy	9,350	7,904	8,000	4,611	8,000	
Loan from Wastewater	200,000	200,000				
Investment Interest and Misc		133			10,000	10,000
Subtotal Revenue	426,850	375,537	441,200	201,611	420,000	-21,200
Beginning Cash and Investments	988,292	988,292	369,306			(369,306)
Total General Government Capital Sources	\$1,415,142	\$1,363,829	\$810,506	\$201,611	\$420,000	(390,506)

GENERAL GOVERNMENT CAPITAL PROJECTS 310	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>EXPENDITURES</b>						
City Building Upgrades	90,000		60,000	26,292	35,000	(25,000)
Energy Audit on Museum					10,000	10,000
Signage for the City					57,000	57,000
Boat Launch Project	79,000	3,663	105,337	88,490	55,000	(50,337)
Trails Project	9,350		25,904	10,020	8,000	(17,904)
Union Stump Upgrades			5,000	4,183		(5,000)
Grant Matching			50,000		50,000	
Eagle Creek Upgrades			20,000	17,688		(20,000)
Park Mowers and Equipment			8,200	6,125		(8,200)
Police Car Replacement			80,000	80,000		(80,000)
Police Fire Arms			30,000	25,441		(30,000)
Police Technology	245,000		262,000	225,359	12,000	(250,000)
Gen Govt Tech			40,000		21,000	(19,000)
Tree City USA					15,000	15,000
Vision Software					10,000	10,000
Court Technology	3,500	2,568	15,025	11,002		(15,025)
Trans. Update and Impact Fee Study					80,000	
Skatepark Improvements			25,000		25,000	
Transfer to move REET	988,292	988,292				
Loan Payment to Wastewater Reserves			49,000		42,000	(7,000)
Ending Cash and Investments		369,306	35,040			(35,040)
Total General Government Capital Uses	\$1,415,142	\$1,363,829	\$810,506	\$494,599	\$420,000	(390,506)

Note: See Capital Improvement Program 2009 - 2014 for more detail on these projects





# City of Black Diamond Final Budget 2010

## Public Works Capital Projects Fund 320

Black Diamond adopted the first 2008 – 2013 Capital Improvement Plan in 2008. The Capital plan for 2009 – 2014 is the yearly update and coincides with this budget document. Capital projects for 2010 are found in funds 310 and 320. This is the Public Works portion of the Capital plan for year 2010. For more detail on these projects please refer to the Capital Improvement Plan.

<b>STREET CAPITAL PROJECTS 320</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>REVENUE</b>						
Transfer in From REET 2			\$325,000	\$210,000	\$323,500	(1,500)
Transfer in From Street Fund	151,000	151,000	5,447		20,000	14,553
Transfer in Water Capital Reserves	20,000	20,000				
Grants	1,062,799	94,856	157,000	61,329	1,366,543	1,209,543
Interest		1,020		383		
Public Works Loan					50,000	50,000
<b>Subtotal Revenue</b>	<b>1,233,799</b>	<b>266,876</b>	<b>487,447</b>	<b>271,712</b>	<b>1,760,043</b>	<b>1,272,596</b>
<b>Beginning Cash and Investments</b>	<b>1,014,596</b>	<b>1,014,595</b>	<b>108,509</b>			<b>(108,509)</b>
<b>Total Street Capital Sources</b>	<b>\$2,248,395</b>	<b>\$1,281,472</b>	<b>\$595,956</b>	<b>\$271,712</b>	<b>\$1,760,043</b>	<b>1,164,087</b>

<b>STREET CAPITAL PROJECTS 320</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>EXPENDITURES</b>						
Road Repairs	30,000		30,000	1,981	20,000	(10,000)
Railroad Ave Project	1,108,943	63,511	443,509	339,353	1,065,043	621,534
Morgan Street Sidewalk Project			70,000	8,460	510,000	440,000
Prior Year Budgeted Projects	94,856	94,856	52,447	27,447		(52,447)
233rd Ave Street Repair					35,000	35,000
Roberts Drive Project					50,000	50,000
Transport Impact Fee Study Trnsfr to 310					80,000	80,000
Transfers REET (to close)	1,014,596	1,014,595		56,440		
<b>Ending Cash and Investments</b>		<b>108,509</b>				
<b>Total Street Capital Uses</b>	<b>\$2,248,395</b>	<b>\$1,281,471</b>	<b>\$595,956</b>	<b>\$433,681</b>	<b>\$1,760,043</b>	<b>1,164,087</b>

Note: See Capital Improvement Program 2009 - 2014 for more detail on these projects



*This page left intentionally blank*



## Utility Funds





# City of Black Diamond Final Budget 2010

## Water Department 401

The Water Department provides clean, safe and reliable drinking water to the residents of Black Diamond. This Department is responsible to efficiently plan, design, construct and maintain the water system to ensure and provide a safe and dependable water supply for our water customers and for the Fire Department.

Monthly billing for the water utility is used to pay for the monitoring, testing, pumping, maintenance and replacement of the existing water system. Of the Public Works employees, 25% of their time is charged here, and additional allocations to provide for utility administration bring the total full time equivalent employees to 1.45.

<b>WATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OPERATING REVENUE</b>						
User Charges	\$325,500	\$294,233	\$394,750	\$296,362	\$395,000	250
<b>Total Water Fund Operating Sources</b>	<b>\$325,500</b>	<b>\$294,233</b>	<b>\$394,750</b>	<b>\$296,362</b>	<b>\$395,000</b>	<b>250</b>

<b>WATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OTHER REVENUE</b>						
YarrowBay PW Reimbursement	\$37,415	\$16,130	\$35,352	\$16,334	\$33,498	(1,854)
Late Charges/Name Changes	8,000	10,153	9,500	10,172	13,860	4,360
Meters - Installation Charges	27,000	28,916	3,670	5,690	100	(3,570)
Investment Interest	5,000	5,013	1,100	803	1,100	
Connection Charges	12,000	6,476				
Transfer from Water Capital Fund	253,900	50,000	125,000	125,000	125,000	
BD Partner and Palmer Debt Reimb.	853,114	829,242	715,652	715,651	714,917	(735)
<b>Subtotal Other Revenue</b>	<b>1,196,429</b>	<b>945,930</b>	<b>890,274</b>	<b>873,650</b>	<b>888,475</b>	<b>(1,799)</b>
<b>Total Water Fund Revenue</b>	<b>1,521,929</b>	<b>1,240,163</b>	<b>1,285,024</b>	<b>1,170,012</b>	<b>1,283,475</b>	<b>(1,549)</b>
Beginning Cash on Hand	50,000	312,198	137,782		125,766	
<b>Total Water Fund Sources</b>	<b>\$1,571,929</b>	<b>\$1,552,362</b>	<b>\$1,422,806</b>	<b>\$1,170,012</b>	<b>\$1,409,241</b>	<b>(14,395)</b>





# City of Black Diamond Final Budget 2010

## Water Department 401, Cont.

<b>WATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OPERATING EXPENDITURES</b>						
Wages and Benefits	166,126	135,201	150,111	107,281	152,989	2,878
Furlough for Support and Director			(3,348)		(3,607)	(259)
Supplies and Fuel	15,750	9,097	6,800	6,994	15,038	8,238
Caustic	10,000	9,488	8,800	10,492	12,000	3,200
New Hookup Meters	5,000	5,060				
Insurance	28,000	21,940	21,972	22,174	23,526	1,554
Water Rights & Professional Services	25,250	8,721	4,250	487	3,250	(1,000)
Water Testing	3,000	2,601	3,300	688	1,000	(2,300)
Health Department Permit		1,573	1,600	1,608	1,700	100
Repairs and Miscellaneous	8,500	7,911	7,748	8,060	11,000	3,252
Travel, Memberships and Training	2,750	128	2,000	1,153	1,900	(100)
Electricity	22,140	22,619	25,000	26,387	37,000	12,000
Utilities				724	1,000	1,000
Legal Services			4,140	2,760	13,680	9,540
Audit		1,101	5,000	296		(5,000)
Cost Allocation	11,500	11,506	18,820	4,106	21,570	2,750
Taxes - City Utility	23,500	20,000	29,400	17,105	23,700	(5,700)
Taxes - State Utility	21,500	13,593	17,150	11,465	15,500	(1,650)
<b>Total Water Fund Operating Uses</b>	<b>\$343,016</b>	<b>\$270,537</b>	<b>\$302,743</b>	<b>\$221,780</b>	<b>\$331,246</b>	<b>28,503</b>

<b>WATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OTHER EXPENDITURES</b>						
Transfer for Equipment	7,500	7,500			10,000	10,000
Transfer for Projects	20,000	20,000				
Debt Services	1,140,097	1,116,543	959,491	959,477	956,220	(3,271)
<b>Subtotal Other Expenditures</b>	<b>1,167,597</b>	<b>1,144,043</b>	<b>959,491</b>	<b>959,477</b>	<b>966,220</b>	<b>6,729</b>
<b>Total Water Expenditures</b>	<b>1,510,613</b>	<b>1,414,580</b>	<b>1,262,234</b>	<b>1,181,257</b>	<b>1,297,466</b>	<b>35,232</b>
Ending Cash and Investments	61,316	137,782	160,572		111,775	
<b>Total Water Fund Other Uses</b>	<b>\$1,571,929</b>	<b>\$1,552,362</b>	<b>\$1,422,806</b>	<b>\$1,186,468</b>	<b>\$1,409,241</b>	<b>(13,565)</b>



## City of Black Diamond Final Budget 2010

### Water Supply and Facility Fund 402

The Capital Improvement Plan includes water related projects including the Springs Project. The Springs Project will be funded by developer contributions, thus is budgeted in its own fund here. This project will prepare capacity and transmission in preparation for City growth, and is further detailed in the Capital Improvement Plan this year.

<b>WATER SUPPLY &amp; FACILITY FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>REVENUE</b>						
Developer and Private Contribution	439,104	65,595	10,000	0	0	-10,000
Investment Interest	16,000	1,986	2,000	355	300	-1,700
Subtotal Revenue	455,104	67,581	12,000	355	300	-11,700
Beginning Cash and Investments	0	135,702	89,105	0	18,478	(70,627)
<b>Total Water Supply &amp; Facility Fund</b>	<b>\$455,104</b>	<b>\$203,283</b>	<b>\$101,105</b>	<b>\$355</b>	<b>\$18,778</b>	<b>(82,327)</b>

<b>WATER SUPPLY &amp; FACILITY FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>EXPENDITURES</b>						
Springs Project	300,000	0	0	1,800	0	0
Water Rate Study	15,580	11,544	2,688	1,809	0	-2,688
Prior Projects & WSFFA Easement Appraisal	139,524	102,634	75,000	71,327	0	-75,000
Subtotal Expenses	455,104	114,178	77,688	74,936	0	-77,688
Ending Cash and Investments	0	89,105	23,417	0	18,778	(4,639)
<b>Total Water Supply &amp; Facility Fund</b>	<b>\$455,104</b>	<b>\$203,283</b>	<b>\$101,105</b>	<b>\$74,936</b>	<b>\$18,778</b>	<b>(82,327)</b>





## City of Black Diamond Final Budget 2010

### Water Capital Fund 404

As part of the six year Capital Improvement Program Black Diamond adopts each year, Water related projects are included. This section includes the budget for those Water Capital projects identified in the CIP for 2010.

<b>WATER CAPITAL FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>REVENUE</b>						
Investment Interest	16,000	23,459	8,000	4,891	15,000	7,000
Study Reimbursements	25,000					
Dunn Grant for In City Forest Water Line			240,000	225,083		-240,000
<b>Total Revenue</b>	<b>41,000</b>	<b>23,459</b>	<b>248,000</b>	<b>229,974</b>	<b>15,000</b>	<b>-233,000</b>
Beginning Cash and Investments	376,511	872,780	825,425		651,925	(173,500)
<b>Total Water Capital Fund</b>	<b>\$417,511</b>	<b>\$896,239</b>	<b>\$1,073,425</b>	<b>\$229,974</b>	<b>\$666,925</b>	<b>(406,500)</b>

<b>WATER CAPITAL FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>EXPENDITURES</b>						
Transfer to Equipment Reserve			10,000			(10,000)
Water System & Comp Plan	73,135	20,814	52,321	14,465		(52,321)
Water Design Study	45,973		45,973			(45,973)
In City Forest Water Line			240,000	225,083		(240,000)
Meter Replacement Project			55,000	47,723	100,000	45,000
Transfer out to Water	253,900	50,000	125,000	125,000	125,000	
<b>Total Expenditures</b>	<b>373,008</b>	<b>70,814</b>	<b>528,294</b>	<b>412,271</b>	<b>225,000</b>	<b>(303,294)</b>
Ending Cash and Investments	44,503	825,425	545,131		441,925	
<b>Total Water Capital Fund</b>	<b>\$417,511</b>	<b>\$896,239</b>	<b>\$1,073,425</b>	<b>\$412,271</b>	<b>\$666,925</b>	<b>(406,500)</b>



**City of Black Diamond  
Water Fund Analysis  
1-Dec-09**

	2009 Wtr Est Act	2009 Cap Est Act	2009 Tot Wtr Est Act	2010 Wtr Budget	2010 Cap Budget	2010 Tot Budget
<b>REVENUE</b>						
User Charges	395,000		395,000	395,000		395,000
Surcharge @ 2.30 per cust	3,200		3,200			
Rate Increase-0%						0
Late Charges/name changes	13,860		13,860	13,860		13,860
<b>Operating Revenue</b>	<b>\$398,200</b>	<b>\$0</b>	<b>\$398,200</b>	<b>\$408,860</b>	<b>\$0</b>	<b>\$408,860</b>
<b>Other Revenue</b>						
Yarrow Bay PW Reimb-34,460	32,668		32,668	33,498		33,498
Meters-Instal & Misc Chg	100	0	100	100		100
Investment Interest	1,000	6,500	7,500	1,100	15,000	16,100
Connection Charges	0	0	0			
Transfer from Water Capital Fd	125,000			125,000		100,000
Transfer from Water Capital Fd	<b>\$158,768</b>	<b>\$6,500</b>	<b>\$165,268</b>	<b>\$159,698</b>	<b>\$15,000</b>	<b>\$174,698</b>
<b>Subtotal Other Rev</b>	<b>\$556,968</b>	<b>\$6,500</b>	<b>\$563,468</b>	<b>\$568,558</b>	<b>\$15,000</b>	<b>\$583,558</b>
<b>Beg Bal-Reserved</b>	<b>\$75,686</b>	<b>\$250,000</b>	<b>\$325,686</b>	<b>\$78,790</b>	<b>\$250,000</b>	<b>\$328,790</b>
<b>Beg C&amp;I Bal-unreserved</b>	<b>62,096</b>	<b>575,425</b>	<b>637,521</b>	<b>46,976</b>	<b>401,925</b>	<b>448,901</b>
<b>Total Fund Balance</b>	<b>\$137,782</b>	<b>\$825,425</b>	<b>\$963,207</b>	<b>\$125,766</b>	<b>\$651,925</b>	<b>\$777,691</b>
<b>Total Sources</b>	<b>\$694,750</b>	<b>\$831,925</b>	<b>\$1,526,675</b>	<b>\$694,324</b>	<b>\$666,925</b>	<b>\$1,361,249</b>
<b>EXPENSES</b>						
Salary and Benefits-Direct	150,339		150,339	152,989		152,989
Furlough Days	(3,348)		(3,348)	(3,607)		-3,607
<b>Total Sal &amp; Bene</b>	<b>146,991</b>	<b>0</b>	<b>146,991</b>	<b>149,382</b>	<b>0</b>	<b>149,382</b>
Supplies/Uniforms/Safety	7,000		7,000	6,500		6,500
Sup, Copies, Post, Sys Mtc	5,738		5,738	5,738		5,738
Caustic	12,000		12,000	12,000		12,000
Fuel	2,000		2,000	2,000		2,000
Small tools	600		600	800		800
<b>Total Supplies</b>	<b>27,338</b>	<b>0</b>	<b>27,338</b>	<b>27,038</b>	<b>0</b>	<b>27,038</b>
Insurance	22,930		22,930	23,526		23,526
Telephone/DSL/Radios/Ad	2,500		2,500	2,500		2,500
Professional Services	300		300	3,000		3,000
Water Testing	1,000		1,000	1,000		1,000
Health Dept Permit	1,608		1,608	1,700		1,700
Repairs & Mtc.	6,000		6,000	6,000		6,000
Travel, memberships, training	2,000		2,000	1,900		1,900
Electricity/Gas	35,181		35,181	37,000		37,000
Wtr, Swr. Drg. Garb	1,000		1,000	1,000		1,000
Legal Svs	4,140		4,140	13,680		13,680
Postage/Printing	2,300		2,300	2,500		2,500
Advertising	250		250	250		250
Audit	4,750		4,750	0		0
Cost Alloc	18,820		18,820	21,570		21,570
Taxes Utility	22,800		22,800	23,700		23,700
Taxes B&O	15,250		15,250	15,500		15,500
<b>Total Services &amp; Charges</b>	<b>140,829</b>	<b>0</b>	<b>140,829</b>	<b>154,826</b>	<b>0</b>	<b>154,826</b>
<b>Operating Costs</b>	<b>\$315,158</b>	<b>\$0</b>	<b>\$315,158</b>	<b>\$331,246</b>	<b>\$0</b>	<b>\$331,246</b>
<b>Other Expenses</b>			0			0
Transfer for Equipment-CIP	10,000		10,000	10,000		10,000
Debt Services	959,477		959,477	956,220		956,220
Debt Svs-Deve payment	-715,651		-715,651	-714,917		-714,917
Debt Services-Pay off Rev Bnd			0			0
Meter Replacement program		55,000	55,000		100,000	100,000
Water System Plan-Carry ov						
Water Design - Carry over						
Water Rights			0			0
Trf from Cap to Op Debt Svs		125,000			125,000	
<b>Subtotal Other Exp</b>	<b>\$253,826</b>	<b>\$180,000</b>	<b>\$308,826</b>	<b>\$251,303</b>	<b>\$225,000</b>	<b>\$476,303</b>
<b>Total Expenses</b>	<b>\$568,984</b>	<b>\$180,000</b>	<b>\$623,984</b>	<b>\$582,549</b>	<b>\$225,000</b>	<b>\$807,549</b>
<b>Reserved C&amp;I Balance</b>	<b>78,790</b>	<b>250,000</b>	<b>328,790</b>	<b>81,023</b>	<b>250,000</b>	<b>331,023</b>
<b>Unreserved C&amp;I Balance</b>	<b>46,976</b>	<b>401,925</b>	<b>448,901</b>	<b>30,752</b>	<b>191,925</b>	<b>222,677</b>
<b>Total Ending Cash &amp; Invest.</b>	<b>\$125,766</b>	<b>\$651,925</b>	<b>\$777,691</b>	<b>\$111,775</b>	<b>\$441,925</b>	<b>\$553,700</b>
<b>Total Uses</b>	<b>\$694,750</b>	<b>\$831,925</b>	<b>\$1,526,675</b>	<b>\$694,324</b>	<b>\$666,925</b>	<b>\$1,361,249</b>
<b>net shortfall/surplus</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>





# City of Black Diamond Final Budget 2010

## City of Black Diamond

### Water Debt Analysis

Issue Date	Issue Amount	Type	Purpose	Maturity Date	12/31/2009 debt owed	2010 Principal	2010 Interest	2010 Debt Svs	2010			Developer Reimb	Total Debt Service
									Water Operating	Water Capt Res	Total Water		
1995	200,000	PWTF	Wtr Repair	2015	63,899	10,651	3,195	13,846	10,651		10,651	0	10,651
2006	180,000	PWTF	Cor Contrl	2022	146,250	11,250	732	11,982	11,250		11,250	0	11,250
2005	3,407,063 2,040,757	PWTF	Tac 500mg Pump Fac, Res & lines	2024	4,432,317	295,500	22,162	317,662	116,952	100,000	216,952	102,187	317,662
	5,447,820												
2004	11,334,510	Tac Water	Tac Wtr 1	2013	2,250,920	562,730	50,000	612,730	0			612,730	612,730
Totals	17,162,330				6,893,386	880,131	76,089	956,220	138,853	100,000	238,853	714,917	952,293
Total net Water fund 2010 Debt Service									\$138,853	\$100,000	\$238,853		

\*Black diamond hold a letter of credit from Palmer Coking for their balance owing of \$1,539,885 of PWTF Loan. Fifteen payments of \$102,659.

\*\*Black Diamond holds a letter of credit from BD Partners for the \$2,250,920 balance owing To Tacoma Water. Four Payments of Principal & Interest.



# City of Black Diamond Final Budget 2010

## Wastewater Department 407

The Wastewater Department provides for the maintenance and replacement of the sewer collection system, customer billing and payment collection. Also this Department provides contract administration for Soos Creek Water and Sewer and King County for transmission and treatment of sewage from Black Diamond. Of the utility crew, 25% of their time is charged to this department. With the addition of some allocation of administrative support, the full time equivalent employees in Wastewater total 1.45.

<b>WASTEWATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OPERATING REVENUE</b>						
User Charges	\$589,360	\$550,349	\$596,657	\$440,108	\$589,500	(7,157)
<b>Total Wastewater Fund Operating Sources</b>	<b>\$589,360</b>	<b>\$550,349</b>	<b>\$596,657</b>	<b>\$440,108</b>	<b>\$589,500</b>	<b>(9,657)</b>

<b>WASTEWATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OTHER REVENUE</b>						
YarrowBay PW Reimbursement	\$74,830	\$32,259	\$35,352	\$16,334	\$33,498	(1,854)
Investment Interest	16,000	5,212	1,600	1,042	1,650	50
Connection Charges	12,600	2,250				
Miscellaneous	132,664	101,585	2,400	1,210	1,400	-1,000
<b>Subtotal Other Revenue</b>	<b>236,094</b>	<b>141,306</b>	<b>39,352</b>	<b>18,586</b>	<b>36,548</b>	<b>-2,804</b>
<b>Transfer in Wastewater Capital</b>					<b>50,000</b>	<b>50,000</b>
<b>Total Wastewater Fund Rev</b>	<b>825,454</b>	<b>691,655</b>	<b>636,009</b>	<b>458,694</b>	<b>676,048</b>	
<b>Beginning Cash on Hand</b>	<b>87,998</b>	<b>229,663</b>	<b>172,115</b>		<b>111,665</b>	<b>(60,450)</b>
<b>Total Wastewater Fund Sources</b>	<b>\$913,452</b>	<b>\$921,318</b>	<b>\$808,124</b>	<b>\$458,694</b>	<b>\$787,713</b>	<b>(20,411)</b>





# City of Black Diamond Final Budget 2010

## Wastewater Department 407, Cont.

WASTEWATER FUND	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>OPERATING EXPENDITURES</b>						
Wages and Benefits	137,169	113,111	150,108	106,658	152,989	2,881
Furlough for Director and Support			(3,348)		(3,607)	(259)
Operating Supplies	3,250	4,187	2,300	886	7,738	5,438
Safety Supplies and Uniforms	2,500	129	2,300	152	760	(1,540)
Fuel	2,500	2,969	2,000	1,480	2,000	
Tools	2,000	238	1,000		1,000	
Insurance	7,700	7,759	7,791	9,578	9,578	1,787
Professional Services	4,500	5,214	7,000	741	1,500	(5,500)
Repairs and Miscellaneous	22,750	8,849	6,000	1,131	1,500	(4,500)
Travel, Memberships and Training	100		1,500	98	1,200	(300)
Utilities	3,400	5,792	3,600	6,178	8,700	5,100
Legal Services	20,000	22,875	4,140	8,825	13,680	9,540
Advertising and Miscellaneous	350	34				
Cost Allocation	15,000	10,640	18,820	4,106	21,570	2,750
Taxes - City Utility	33,500	33,108	36,447	23,024	35,400	(1,047)
Taxes - Excise	13,000	3,211	3,800	3,865	5,200	1,400
<b>Subtotal Operating Expenses</b>	<b>267,719</b>	<b>218,115</b>	<b>243,458</b>	<b>166,722</b>	<b>259,208</b>	<b>15,750</b>
Metro	393,000	371,125	377,449	312,142	377,500	51
Soos Creek	45,672	42,217	41,926	38,328	47,894	5,968
<b>Total Wastewater Fund Operating Uses</b>	<b>\$706,391</b>	<b>\$631,457</b>	<b>\$662,833</b>	<b>\$517,192</b>	<b>\$684,602</b>	<b>21,769</b>

WASTEWATER FUND	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>OTHER EXPENDITURES</b>						
Transfer Out for Projects	10,500	10,500	5,000		20,000	10,000
Drainage Expenses Prior Years	159,171	90,336				
Studies	20,390	16,910				
<b>Subtotal Other Expenditures</b>	<b>190,061</b>	<b>117,746</b>	<b>5,000</b>		<b>20,000</b>	<b>10,000</b>
<b>Total Wastewater Fund Expenses</b>	<b>896,452</b>	<b>749,203</b>	<b>667,833</b>	<b>517,192</b>	<b>704,602</b>	
Ending Cash and Investments	17,000	172,115	140,291		83,111	(57,180)
<b>Total Wastewater Fund Other Uses</b>	<b>\$913,452</b>	<b>\$921,318</b>	<b>\$808,124</b>	<b>\$517,192</b>	<b>\$787,713</b>	<b>(20,411)</b>



## City of Black Diamond Final Budget 2010

### Wastewater Capital Fund 408

As part of the six year Capital Improvement Program Black Diamond adopts each year, Wastewater related projects are included. This section includes the budget for those Wastewater Capital projects identified in the CIP for 2010.

WASTEWATER CAPITAL FUND	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>REVENUE</b>						
Wastewater Utility Funding	\$3,000	\$3,000	\$5,000		\$10,000	5,000
Investment Interest	\$50,000	\$44,359	\$10,000	\$6,197	\$9,000	(1,000)
Loan Repayment	\$76,000	\$75,000	\$62,400		\$72,600	10,200
Subtotal Revenue	129,000	122,359	77,400	6,197	91,600	14,200
Beginning Cash on Hand	477,564	1,373,855	1,021,214		904,914	(116,300)
Total Wastewater Capital Sources	\$606,564	\$1,496,214	\$1,098,614	\$6,197	\$996,514	(102,100)

WASTEWATER CAPITAL FUND	2008 Budget	2008 Actual	2009 Budget	2009 Thru Sept	2010 Prelim Budget	09-10 Budget Change
<b>EXPENSES</b>						
Preserving Wastewater Treatment Plant			\$10,000		\$20,000	10,000
Infiltration and Inflow Reduction	10,000		10,000		50,000	40,000
Replace Old Lawson Lift Station			50,000			(50,000)
Morganville Lift Station Project						
Manhole Rehabilitation	10,000					
Legal Services Soos Creek	30,000					
Transfer out to Wstwr & Equ Res	130,564	100,000	10,000		50,000	40,000
Sewer Comp Plan			111,100	50,358		(111,100)
Loan to Other Funds	376,000	375,000	50,000	50,000		(50,000)
Subtotal Expenditures	556,564	475,000	241,100	100,358	120,000	(121,100)
Ending Cash and Investments	50,000	1,021,214	857,514		876,514	19,000
Total Wastewater Capital Fund Sources	\$606,564	\$1,496,214	\$1,098,614	\$100,358	\$996,514	(102,100)



**City of Black Diamond  
Wastewater Fund Analysis  
12/01/2009**

	2009 Oper Est Act	2009 Capt Res Est Act	2009 Op & Cap Est Act	2010 Op Budget	2010 Capt Res Budget	2010 Op & Cap Est Budget
<b>REVENUE</b>						
User Charges	587,000		587,000	589,500		589,500
<b>Operating Revenue</b>	<b>\$587,000</b>	<b>\$0</b>	<b>\$587,000</b>	<b>\$589,500</b>	<b>\$0</b>	<b>\$589,500</b>
<b>Other Revenues</b>						
Misc Reimb	1,400		1,400	1,400		1,400
Yarrow Bay PW Dir Reimb	32,668		32,668	33,498		33,498
Investment Interest	1,400	9,000	10,400	1,650	9,000	10,650
Connection Charges			0			0
Transfer from Op Fund					10,000	10,000
Transfer from Cap or Op			0	50,000		50,000
GF Loan repayment			0			0
Storm Loan repayment		20,400	20,400		42,000	42,000
CIP Police Loan repmt		20,400	20,400		30,600	30,600
Deve Payment			0			0
<b>Subtotal Other Rev</b>	<b>\$35,468</b>	<b>\$49,800</b>	<b>\$85,268</b>	<b>\$86,548</b>	<b>\$91,600</b>	<b>178,148</b>
<b>Total Revenue</b>	<b>\$622,468</b>	<b>\$49,800</b>	<b>\$672,268</b>	<b>\$676,048</b>	<b>\$91,600</b>	<b>767,648</b>
<b>Beg C&amp;I Bal-unres</b>	<b>\$172,115</b>	<b>\$721,214</b>	<b>893,329</b>	<b>\$52,507</b>	<b>\$704,914</b>	<b>757,421</b>
<b>Beg C&amp;I Bal-Res</b>		<b>300,000</b>	<b>300,000</b>	<b>\$59,158</b>	<b>200,000</b>	<b>259,158</b>
<b>Total Beg C&amp;I</b>	<b>\$172,115</b>	<b>\$1,021,214</b>	<b>\$1,193,329</b>	<b>\$111,665</b>	<b>\$904,914</b>	<b>\$1,016,579</b>
<b>Total Sources</b>	<b>\$794,583</b>	<b>\$1,071,014</b>	<b>\$1,865,597</b>	<b>\$787,713</b>	<b>\$996,514</b>	<b>\$1,784,227</b>
<b>EXPENSES</b>						
Salary and Bene-Direct	150,108		150,108	152,989		152,989
Furlough days	(3,348)		(3,348)	(3,607)		(3,607)
<b>Total Salaries &amp; Benefits</b>	<b>146,760</b>	<b>0</b>	<b>146,760</b>	<b>149,382</b>	<b>0</b>	<b>149,382</b>
Supplies	1,200		1,200	2,000		2,000
Sup, Copies, Post, sys mtc	5,738		5,738	5,738		5,738
Safety Sup & Uniforms	500		500	760		760
Fuel	2,000		2,000	2,000		2,000
Tools	500		500	1,000		1,000
<b>Total Supplies</b>	<b>9,938</b>	<b>0</b>	<b>9,938</b>	<b>11,498</b>	<b>0</b>	<b>11,498</b>
Insurance	7,791		7,791	9,578		9,578
Professional Services	1,000		1,000	1,500		1,500
Repairs & Mtc.	1,500		1,500	1,500		1,500
Travel, memberships, trg	1,000		1,000	1,200		1,200
Electricity & Gas	2,200		2,200	2,200		2,200
Utilities	1,500		1,500	1,500		1,500
Telephone & Postage	5,000		5,000	5,000		5,000
Legal Svs	4,140		4,140	13,680		13,680
Audit	4,775		4,775	0		0
Cost Alloc	18,820		18,820	21,570		21,570
Taxes Utility	35,400		35,400	35,400		35,400
Taxes B&O	5,200		5,200	5,200		5,200
<b>Total Services &amp; Charges</b>	<b>88,326</b>	<b>0</b>	<b>88,326</b>	<b>98,328</b>	<b>0</b>	<b>98,328</b>
<b>Sub total exp.</b>	<b>\$245,024</b>	<b>\$0</b>	<b>\$245,024</b>	<b>\$259,208</b>	<b>\$0</b>	<b>\$259,208</b>
<b>King County Metro</b>	<b>\$377,500</b>		<b>377,500</b>	<b>\$377,500</b>		<b>377,500</b>
<b>Soos Creek</b>	<b>\$45,394</b>		<b>45,394</b>	<b>\$47,894</b>		<b>47,894</b>
<b>Total Pmt for Swr Treat</b>	<b>\$422,894</b>		<b>422,894</b>	<b>\$422,894</b>		<b>422,894</b>
<b>Total Operating Exp</b>	<b>\$667,918</b>	<b>\$0</b>	<b>\$667,918</b>	<b>\$684,602</b>	<b>\$0</b>	<b>\$684,602</b>
<b>Other Expenses</b>						
KC Metro Prior Year			0			0
Trf for Equipment-CIP	10,000		10,000	10,000		10,000
Repl Lawson Swr Lift St			0			0
Deve Lift Stat Repl West			0			0
Trf out Sewer Oper			0		50,000	50,000
Pres Treatment Plant	5,000	5,000	10,000	10,000	20,000	30,000
Manhole Rehab			0			0
Inf & Inflow Reduction					50,000	50,000
Morganville Lift Sta Imp			0			0
Sewer Comp Plan		111,100	111,100			0
Stormwater Expenses			0			0
Loan for Police SW			0			0
Loan to Stormwater Fund		50,000	50,000			0
Loan for Gen Fd			0			0
<b>Subtotal Other Exp</b>	<b>\$15,000</b>	<b>\$166,100</b>	<b>\$181,100</b>	<b>\$20,000</b>	<b>\$120,000</b>	<b>\$140,000</b>
<b>Total Expenses</b>	<b>\$682,918</b>	<b>\$166,100</b>	<b>\$849,018</b>	<b>\$704,602</b>	<b>\$120,000</b>	<b>\$824,602</b>
<b>Reserved C&amp;I Balance</b>	<b>\$59,158</b>	<b>200,000</b>	<b>259,158</b>	<b>\$61,928</b>	<b>200,000</b>	<b>261,928</b>
<b>Unreserved C&amp;I Balance</b>	<b>\$52,507</b>	<b>704,914</b>	<b>757,421</b>	<b>\$21,183</b>	<b>676,514</b>	<b>697,697</b>
<b>Total End Cash &amp; Invest.</b>	<b>\$111,665</b>	<b>\$904,914</b>	<b>\$1,016,579</b>	<b>\$83,111</b>	<b>\$876,514</b>	<b>\$959,625</b>
<b>Total Uses</b>	<b>\$794,583</b>	<b>\$1,071,014</b>	<b>\$1,865,597</b>	<b>\$787,713</b>	<b>\$996,514</b>	<b>\$1,784,227</b>
<b>net shortfall/surplus</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

After 2010, CIP fund still owes Sewer Capt Res Fund \$160,000 and Drainage owes \$130,000 in principal.





## City of Black Diamond Final Budget 2010

### Stormwater Fund 410

The Stormwater Department protects the natural environment from the impacts of stormwater run off by properly maintaining the City stormwater system and implementing the City's Stormwater Management Plan.

Twenty five percent of the Public Works staff expenses are covered by the Stormwater utility. Additional personnel costs are allocated to the administration of the utilities in the City, for a full time equivalent of 1.45 employees charged to Stormwater. The fuel, tools, professional services, training, and general service cost allocation are distributed equitably between the Public Works funds. The King County Water Quality expenditure is for monitoring and testing as required by the Department of Ecology for Lake Sawyer.

<b>STORMWATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OPERATING REVENUE</b>						
User Charges			\$217,500	\$153,092	\$238,400	20,900
<b>Total Stormwater Fund Operating Sources</b>			<b>\$217,500</b>	<b>\$153,092</b>	<b>\$238,400</b>	<b>20,900</b>

<b>STORMWATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OTHER REVENUE</b>						
YarrowBay PW Reimbursement			\$35,352	\$16,334	\$33,498	(1,854)
Investment Interest		606	200	230	500	300
Grants	75,000		125,000	75,000	50,000	(75,000)
Loan from Wastewater Reserve	100,000	100,000	50,000	50,000		(50,000)
<b>Subtotal Other Revenue</b>	<b>175,000</b>	<b>100,606</b>	<b>210,552</b>	<b>141,564</b>	<b>83,998</b>	<b>(126,554)</b>
<b>Total Stormwater Revenue</b>	<b>175,000</b>	<b>100,606</b>	<b>428,052</b>	<b>294,655</b>	<b>322,398</b>	<b>(105,654)</b>
Beginning Cash on Hand			32,110		91,704	59,594
<b>Total Stormwater Fund Sources</b>	<b>\$175,000</b>	<b>\$100,606</b>	<b>\$460,162</b>	<b>\$294,655</b>	<b>\$414,102</b>	<b>(46,060)</b>





# City of Black Diamond Final Budget 2010

## Stormwater Fund 410, Cont.

<b>STORMWATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OPERATING EXPENDITURES</b>						
Wages and Benefits			149,920	106,658	152,989	3,069
Furlough for Director and Support Staff			(3,348)		(3,607)	(259)
Operating Supplies			3,500	3,016	9,788	6,288
Safety Supplies and Uniforms				122	150	150
KC Water Quality Lake Sawyer			6,000	203	6,000	
Repairs and Miscellaneous			8,937	1,195	4,100	(4,837)
Travel, Memberships and Training			1,500	713	1,300	(200)
Utilities including Communications			2,300	3,407	5,000	2,700
Legal Services & Audit			9,160	2,760	9,120	(40)
WA Storm Permit			1,765	1,823	2,000	235
Cost Allocation			18,820	4,106	21,570	2,750
Taxes - City Utility			11,452	8,280	14,520	3,068
<b>Total Stormwater Fund Operating Uses</b>			<b>\$210,006</b>	<b>\$137,495</b>	<b>\$222,930</b>	<b>12,924</b>

<b>STORMWATER FUND</b>	<b>2008 Budget</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2009 Thru Sept</b>	<b>2010 Prelim Budget</b>	<b>09-10 Budget Change</b>
<b>OTHER EXPENDITURES</b>						
Debt & Interest Repayment to Wstwr Res.			20,400		30,600	10,200
NPDES Professional Services		781	50,000		50,000	
Pac West Professional Services	145,390	64,316	81,074	63,614		(81,074)
Roberts Road Storm Drain Improvements					40,000	40,000
Stormwater Management Program		3,398		8,466		
Contingency Professional Services	29,610					
Transfer to Equipment Reserve					10,000	10,000
<b>Total Stormwater Fund Other Uses</b>	<b>\$175,000</b>	<b>\$68,495</b>	<b>\$151,474</b>	<b>\$72,080</b>	<b>\$130,600</b>	<b>(20,874)</b>
<b>Total Stormwater Expenses</b>	<b>\$175,000</b>	<b>\$68,495</b>	<b>\$361,480</b>	<b>\$209,575</b>	<b>\$353,530</b>	<b>(7,950)</b>
Ending Cash and Investments		32,110	98,682		60,572	(38,110)
<b>Total Stormwater Fund Uses</b>	<b>\$175,000</b>	<b>\$100,606</b>	<b>\$460,162</b>	<b>\$209,575</b>	<b>\$414,102</b>	<b>(46,890)</b>

**City of Black Diamond, Washington**  
**Drainage Fund Analysis**

1-Dec-10

Ramp-up rates using 3000 ERU's  
2009 11mo, 2010 & 2011 12 mo

**REVENUE**

1755 ERU's @ 11 mo. @ \$10  
1755 ERU's @ 12 mo. @ \$11.50  
Low Income Discount

**Operating Revenue**

**Other Revenue**

DOE-grant  
Loan from Sewer Reserve  
Yarrow Bay-PW Dir Reimb  
Investment Interest  
Storm Impact fees  
Transfer from Capital Fd

**Subtotal Other Rev**

**Total Revenue**

**Beginning C&I Bal-unres**

**Beginning C&I Bal-Res**

**Total Beginning C&I**

**Total Sources**

**EXPENDITURES**

Sal & Bene-  
Furlough Days

**Total Salaries & Benefits**

Supplies & Safety Equip/Unif

Sup, Copy, Post, Sys Mtc

Fuel

Tools

**Total Supplies**

Insurance

Professional Services

Repairs & Mtc.

KC Wtr Qual-Lk Sawyer

Travel, memberships, training

Tele, DSL, Radio, Post

Wa State Storm Permit

Utilities

Legal Svs

Audit

Cost Alloc- Administration

Utility Tax

**Total Service & Charges**

**Total Operating Exp**

**Other Expenditures**

PacWest-Permit

PW Comp PI/NPDES -Pac West

Transfer for Equipment-CIP

Debt repayment-100,000

Debt Repayment-50,000

Replace or repair culvert

NPDES Permit/Rent Vactor

Roberts Road-Storm Improv.

DOE Grant Expenditures

**Subtotal Other Exp**

**Total Expenditures**

**Reserved C&I Balance**

**Unreserved C&I Balance**

**Total Ending Cash & Invest.**

**Total Uses**

**net shortfall/surplus**

Original \$13 ERU 2500	Adj Base @ 3000 ERU'S	2009 Est Actual	2010 Budget
319,176	217,500	217,500	242,000
		(3,300)	(3,600)
319,176	217,500	214,200	238,400
75,000	75,000	75,000	50,000
35,352	50,000	50,000	33,498
500	35,352	33,584	500
500	200	300	500
110,852	160,552	158,884	83,998
430,028	378,052	373,084	322,398
31,305	32,110	32,110	91,704
0		0	0
31,305	32,110	32,110	91,704
430,028	410,162	405,194	414,102
150,402	149,920	149,920	152,989
	(3,348)	(3,348)	(3,607)
150,402	146,572	146,572	149,382
1,000	1,000	1,400	1,550
		5,138	5,738
2,000	2,000	2,000	2,000
500	500	500	500
3,500	3,500	9,038	9,788
2,647	2,647	2,594	2,750
2,765	2,765	0	0
2,000	2,000	1,500	1,500
6,000	6,000	6,000	6,000
1,500	1,500	1,000	1,300
		2,500	3,500
1,000	1,000	2,000	2,000
2,300	2,300	1,400	1,500
4,140	4,140	4,140	9,120
5,000	5,000	5,000	0
18,820	18,820	18,820	21,570
18,452	11,452	11,452	14,520
64,624	57,624	56,406	63,760
218,526	207,696	212,016	222,930
81,074	81,074	81,074	
10,000			10,000
20,400	20,400	20,400	20,400
26,000			10,200
			40,000
			50,000
137,474	101,474	101,474	130,600
356,000	309,170	313,490	353,530
52,126	52,126	53,004	55,732
21,902	48,866	38,700	4,840
74,028	100,992	91,704	60,572
430,028	410,162	405,194	414,102
74 0	0	0	0



# Glossary, Supplemental Information and Salary Schedule

**Black Diamond City Hall    24301 Roberts Drive**





## **City of Black Diamond Financial Management Policies 2009**

### **Background and Purpose**

Financial policies provide guidelines for City of Black Diamond's leaders to ensure sound decision-making that safeguards core services while moving the community forward to achieve its vision. Good financial management ensures the City is able to withstand economic fluctuations, maintain focus on the entire financial picture, and adjust to the changing service needs of the community of Black Diamond.

This policy incorporates past financial practices in defining the current policies to be used by the City to meet its obligations and operate in a financially prudent manner. These policies have been established to provide general fiscal guidelines and are intended to provide sound direction in the management of the City's financial affairs.

### **Operating Budget Policies**

General budget policies ensure service levels are reasonable and attainable and that budget documents detailing revenues and expenditures accurately reflect Council and community goals. The City of Black Diamond budget procedures are in compliance with the Revised Code of Washington, Chapter 35A.33. The City budgets annually on the calendar year beginning January 1<sup>st</sup> and Ending December 31<sup>st</sup>. The City Council shall adopt the budget by Ordinance at the fund level. Amendments to the budget that change fund totals will be adopted by the Council through an Ordinance, which is usually done mid-year and year-end.

#### **Citizen Involvement**

Citizen involvement shall be encouraged in the budget decision-making process through public hearings and study sessions.

#### **Service Level Determinations**

The City Council will establish municipal service levels and priorities for the upcoming year to guide staff in developing goals, objectives and budget proposals.



**Conservative Budgeting**

The City will use a conservative budgeting approach and accepted analytical techniques including trending, per capita estimates of intergovernmental revenue and sales and property tax estimates based on prior year revenues adjusted for reasonable known growth factors. All positions will be budgeted for a full year.

**Maintenance of Facilities and Equipment**

Adequate maintenance and replacement of the City's facilities, equipment and technology will be provided for in either the operating or capital budget. As practicable, these expenses will be forecasted in an equipment replacement fund in the operating budget.

**Sustainable Revenue Sources**

Ongoing operating program costs will not exceed the amount of ongoing revenue to finance those costs. The ongoing revenue will be identified along with new program costs. Cash balances in excess of the amount required to maintain strategic reserves will be used to fund one-time or non-recurring costs. In the event a fund has an emergency or economic downturn, resources from reserves may be used provided that they are replaced within the next five years.

**Cost Recovery**

All taxpayers should not pay for a service that benefits only certain individuals. Therefore, fees will be established where possible to recover costs of such services or programs. Fees for services will be reviewed and adjusted as necessary and at least once a year. Based on Council direction, general taxpayer revenues may be used to subsidize all or a portion of the cost of services.

<b>Fund Balance Reserve Policies</b>
--------------------------------------

Adequate fund balance and reserve levels help mitigate short-term emergencies and the effect of fluctuations in the economy, as well as assist in the financial strength of the City's bond ratings.

**Operating Fund Balance Reserves**

The City's goal is to achieve a 10% reserve of anticipated expenditures in the General Fund Balance over the next five years or more. The reserve will be used to meet seasonal cash flow demands, provide a financial cushion in an economic downturn and meet emergency needs. In the event that the fund balance falls below that amount, the City will work to restore the balance with cost reductions, rate increases and other measures within five fiscal years.

### **Contingency Reserve Fund**

A Contingency Reserve Fund may also be maintained in accordance with state law (RCW 35.A.33.145) to meet any municipal extent that could have not been reasonably known at the time of adopting the annual budget. The target balance may be consistent with state law at \$.375 per \$1,000 of assessed valuation, or approximately \$220,000 for Black Diamond as of 2008.

<b>Utility Operating Policies</b>
-----------------------------------

City utilities are enterprise funds and therefore need to maintain a revenue and expense structure that allows them to be self-supporting with adequate revenue that pays for maintenance, operations, debt service and capital costs. Adequate reserves, rate analyses and budgetary policies steer the utilities toward ongoing self-sufficiency.

### **Utility Rates and Fees**

As enterprise funds, all utilities will be self-supporting through rates, connection charges and other fees. As practical, smaller utility increases will be considered more frequently, to avoid large jump in rate payer bills. Revenue will pay maintenance, operation, debt service and provide funds for capital repairs and improvements. Rates and fees will be reviewed at least biennially and adjusted to adequately reflect the cost of services. Every five years a detailed rate analysis will take place to ensure financial solvency of the utilities.

### **Utility Fund Reserves**

All utilities will be operated in a manner to ensure an ending annual reserved fund balance in an amount equal to 90 days of annual operational appropriations. In the event that the fund balance falls below that amount or a new utility is formed, the City will work to restore the balance to that level with cost reductions, rate increases and other measures within five fiscal years. The City may use reserves to “smooth” rate increases over a period of years and avoid large jumps in ratepayer bills.

<b>Debt Management Policies</b>
---------------------------------

The City will maintain adequate available debt capacity to ensure funding for major, high priority projects.

The City of Black Diamond is an infrequent issuer of debt. Debt is primarily used to finance large capital investments. Various state laws limit the City’s debt capacity. General obligation debt, backed by the full faith and credit of the City, is limited to 2.5% of the value of all taxable property within the City. That percentage includes councilmanic or non-voted debt (1.5% of property values) and Local Option Capital Asset Lending – a financing contract with the Office of the State Treasurer (39.94 RCW). Revenue bonds rely on a funding source, such as utility revenues, for debt repayment.



**Interfund Loans**

The City will use interfund borrowing when such borrowing is cost effective, thereby eliminating the administrative cost of borrowing when adequate funds are available internally within the City's own resources. The City will not charge interest for such interfund loans that are repaid within six months. For loans beyond six months, the City will set a reasonable timeline for repayment of between one and five years and use the State's Local Government Investment Pool (LGIP) rate.

Interfund loans are permitted to cover cash flow for capital projects, where federal or state grants are approved, but there is a timing issue between city expenditures and the actual reimbursement by the granting agencies. Interfund loans shall be approved by Council with a resolution.

**Bond Rating**

The City will strive to obtain the best bond rating possible to produce the lowest possible interest rate on each bond sale.

<b>Cash Management and Investment Policies</b>
--

At any one time the City may have several million dollars in various funds that are not needed until some point in the future for operations, capital purchases or the repayment of debt. By placing these revenues in State's Local Government Investment Pool (LGIP) until the funds are needed, the City is able to earn interest that in turn serves as a revenue source to reduce costs to the community. Cash and investment policies reduce the City's investment risk.

**Cash Sufficiency**

The City will at all times maintain sufficient cash on hand to meet reasonably expected expenditures for the operating period.

**Investment Goals**

The City's idle cash will be invested on a continuous basis to maximize income. Priority will be given to legality of investment practices, the safety of the asset, followed by liquidity in case a need arises where the City needs access to the funds, followed by yield or return.

**Allocation of Investment Income**

Where permitted, the City will pool its cash resources for investment purposes. Investment income will be re-allocated to the participating funds as much as practical.

**Alternative Financing Schemes and Derivative Products**

The City of Black Diamond shall not utilize alternative financing schemes or derivative products to avoid restrictions imposed by law or to utilize tax loop holes.

## **Capital Projects and Planning Policies**

The City of Black Diamond owns considerable assets in roads, a sewer system, water system, storm water system, parks, buildings, equipment and other capital. The preservation, maintenance and future improvement of these facilities are a primary responsibility of the City. Capital items are defined as those projects and purchases costing more than \$5,000 and lasting three or more years.

### **Capital Improvement Plan**

A Capital Improvement Program (CIP) is a flexible, multi-year plan containing the City's planned capital improvement projects and the recommended financing methods for funding projects. All funds and departments are brought together in a single consolidated plan for an overall view of the City's capital improvement needs. The plan includes the capital facilities element of the City of Black Diamond Comprehensive Plan required by the Growth Management Act and other capital projects that may not fit into the capital facilities category.

Capital projects typically apply to: 1) one-time costs for acquisition, construction, improvement, replacement or renovation of land, structures and major equipment; 2) expenditures which take place over two or more years; 3) funding with debt because of significant costs to be shared by current and future beneficiaries; and 4) systematic acquisition or repair and maintenance over an extended period of time.

### **Capital Improvement Plan (CIP) Participation**

Citizen participation in the Capital Improvement Program is a priority for the City. Among the activities which shall be conducted to address the need are the following:

- a) The Capital Improvement Plan shall be provided to the City Council in a timely manner to allow time for the Council members to review the proposal with constituents before it is considered for adoption
- b) Council study sessions on the Capital Improvement Plan will occur during the budget deliberations and shall be open to the public and advertised sufficiently in advance of the meetings to allow for the attendance of interested citizens.
- c) Prior to the adoption of the budget and Capital Improvement Plan, the City Council shall hold noticed public hearings to provide opportunities for citizens to express their opinions on the proposed plan.

All projects included in the Capital Improvement Plan shall be consistent with the City's Comprehensive Plan.

### **Internal Consistency**

The CIP will be consistent with the Capital Facilities Element of the Comprehensive Plan covering transportation, water, sewer, stormwater, parks, recreation and general government facilities.



### **Funding Sources**

City staff will analyze funding sources for all proposed capital improvement projects, including grant opportunities. Under Washington law, the City can only expend revenues from the Real Estate Excise Tax (REET) for capital items. Real estate excise tax of one-quarter of one percent on the sale of real property is currently dedicated to general government capital improvements and a second one-quarter of one percent is allocated to public works projects. Both allocations may be changed by the Council. These designated revenues are collected in the Special Revenue Funds and then transferred to the appropriate funds for expenditures of debt service or capital projects as budgeted. Each REET fund has established a targeted reserve of \$200,000 to \$250,000 to cover an emergency or economic downturn.

### **Relationship Between Operating Budget and Capital Improvement Plan**

The Capital Improvement Plan, as distinguished from the Operating Budget, is a multi-year financial plan for the acquisition, expansion, or rehabilitation of infrastructure, capital assets, or productive capacity of City services. Only those projects scheduled during the first year of the plan are adopted as part of the City's annual budget. Additionally, projects to be funded by bonds or "alternative funding" are budgeted when the funding is secured.

<b>Accounting, Financial Reporting and Auditing Policies</b>
--

The City was incorporated in 1959, and operates under the laws of the State of Washington applicable to a Non-Charter code City classification adopted in 1990 with a Mayor-Council form of government. The City is a general-purpose governmental entity that provides general government services including law enforcement, fire, street improvement, parks and general administrative services. In addition the City owns and operates a water, sewer and drainage system.

### **Accounting and Budgeting System**

The City of Black Diamond will establish and maintain a high standard of accounting practices. Accounting and budgeting systems will at all times conform to the State of Washington Budgeting Accounting Reporting System (BARS) and federal and state regulations. Cities with populations under 25,000 are classified as category 2 cities and use the allowed accounting. The accounting is single-entry, cash basis accounting, which is a departure from generally accepted accounting principles (GAAP). The city uses the revenue and expenditure classifications contained in the Budgeting, Accounting and Reporting System (BARS) manual. The manual is prescribed by the State Auditor's Office under the authority of Washington State Law, Chapter 43.09 RCW.

### **Financial Reporting**

**Reporting frequency** –Monthly budget and actual reports will go to all departments. Quarterly reports, as a minimum frequency, will be presented to the City Council.

**Annual Report**-Will be completed by April 30<sup>th</sup> and will be distributed to the City Council, departments and the State Auditor's Office.

**Reporting Improvements**-The City will strive to continue to make improvements in its financial reporting so that information available to the public, the City's governing bodies and other city departments is clear and the best available for sound financial decisions.

**Accounting System**-A comprehensive accounting system will be maintained to provide all financial information necessary to effectively operate the City.

**Full Disclosure**-All public reports will contain full and complete disclosure of all material matters.

**Audit Policy**

The City will assist the State Auditor's Office in whatever way possible in conjunction with the preparation of the audit every two years and will implement modifications identified by the State Auditor to improve the City's internal controls and financial practices.



RESOLUTION NO. 09-589

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN THE FIRST AMENDMENT TO THE CITY OF BLACK DIAMOND STAFF AND FACILITIES FUNDING AGREEMENT WITH YARROW BAY COMMUNITIES

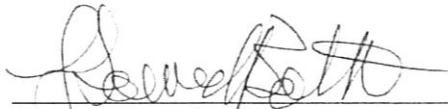
WHEREAS, the City entered into the Staff and Facilities Funding Agreement dated the 29<sup>th</sup> day of June, 2007; and

WHEREAS, the City wishes to pursue Economic Development Activities for community and economic development purposes. Yarrow Bay recognizes that these efforts are of value to Yarrow Bay because they will reduce the City's dependence upon funding from the Agreement; and


WHEREAS, The City and Yarrow Bay wish to increase the frequency of Yarrow Bay's payments under the Agreement from quarterly to monthly and agree to specify a minimum Working Capital Balance that must be available to the City to cover Supplemental Costs not requested through Net Monthly Core City Cost estimates; now, therefore

BE IT RESOLVED that the City Council hereby authorizes the Mayor to execute the First Amendment to the City of Black Diamond Staff and Facilities Funding Agreement, substantially in the form attached hereto.

ADOPTED by the City Council at an open meeting on the 16<sup>th</sup> day of April, 2009.

  
Howard Botts, Mayor

Attest:

  
Brenda L. Streepy, City Clerk

FIRST AMENDMENT TO  
CITY OF BLACK DIAMOND STAFF AND FACILITIES FUNDING AGREEMENT

**1. Date and Parties.**

This First Amendment to City of Black Diamond Staff and Facilities Funding Agreement is dated the 16 day of April, 2009 and is entered into by and between BD Lawson Partners, LP and BD Village Partners, LP and the City of Black Diamond, a Washington municipal corporation.

**2. Definitions.** All definitions set forth in the City Of Black Diamond Staff and Facilities Funding Agreement dated the 29<sup>th</sup> day of June, 2007 ("Agreement"), as approved by City Resolution 07-451 are incorporated herein by reference. The following definitions are added to Agreement paragraph 2.

"Economic Development Activities" shall mean activities the purpose of which is to encourage or advance the City's independent economic development. Economic Development Activities include, but are not limited to, citywide marketing, advertising and other collateral materials and associated distribution, dues and memberships, mapping of available properties, economic development seminars, conferences, training, and the creation of an economic development plan and implementing action items from that plan for the City.

"First Amendment" shall mean this First Amendment to City of Black Diamond Staff and Facilities Funding Agreement.

"Net Monthly Core City Cost Amount" shall mean the City's estimate of Supplemental Costs (as amended by this First Amendment) for the calendar month to be funded.

"Miscellaneous Expenses" shall include training, travel and other expenses for community development staff that are pre-approved in writing by Yarrow Bay and are not already funded pursuant to the Agreement terms.

"Supplemental Costs" shall mean all expenditures addressed in the Agreement and the First Addendum that are beyond the financial obligations that the City could impose upon Yarrow Bay under City regulations existing as of the Agreement Date and the date of the First Amendment. Supplemental Cost include the costs of funding the Core City Staff, the City Code Consultants, the Facilities Costs, the Legal Costs, the amounts that Yarrow Bay has paid the City prior to the Agreement Date for the City Code Consultants, Miscellaneous Expenses, Economic Development Activities, and for the salary and benefits of the City's former Community Development Director.

First Amendment to Staff and Facilities Funding Agreement  
Page 1 of 4

  
\_\_\_\_\_  
City

  
\_\_\_\_\_  
Yarrow Bay



“Working Capital Reserve” shall mean the amount of funding advanced by Yarrow Bay under the Agreement that is not specifically advanced to cover costs identified in the Net Monthly Core City Costs estimates. Working Capital shall be available to fund Supplement Costs not funded through prior estimates.

**3. General Recitals.**

A. The City wishes to pursue Economic Development Activities for community and economic development purposes. Yarrow Bay recognizes that these efforts are of value to Yarrow Bay because they will reduce the City’s dependence upon funding from the Agreement. In order to increase budgeting accuracy and provide for the future funding of pre-approved Economic Development Activities, the City and Yarrow Bay wish to add two new funding categories to the Agreement through this First Amendment,

B. The City and Yarrow Bay wish to increase the frequency of Yarrow Bay’s payments under the Agreement from quarterly to monthly and agree to specify a minimum Working Capital Balance that must be available to the City to cover Supplemental Costs not requested through Net Monthly Core City Cost estimates.

**4. New Funding Categories.**

**A. Economic Development**

Yarrow Bay shall pay the costs of pre-approved City Economic Development Activities pursuant to the following procedure. Prior to incurring any costs for Economic Development Activities, the City shall provide Yarrow Bay with written notification of the proposed activity or activities and the actual costs thereof. Where actual costs are not available, the City shall notify Yarrow Bay of estimated costs and shall provide Yarrow Bay with the basis, including documentation where available, for its estimate. Upon such notification, Yarrow Bay shall promptly review the proposed Economic Development Activities and provide the City with written notification if the proposed Economic Development Activity is approved, partially approved or disapproved. If approved or partially approved Yarrow Bay shall pay the actual or estimated costs of such activities, up to the approved amount, as set forth in Paragraph 4(C) below. The Parties acknowledge that Yarrow Bay’s approval of payment of costs for Economic Development Activities is in Yarrow Bay’s complete discretion.

**B. Miscellaneous Expenses**

Yarrow Bay shall pay the costs of Miscellaneous Expenses pursuant to the following procedure. Prior to incurring any Miscellaneous Expenses, the City shall provide Yarrow Bay with written notification of the proposed activity or activities and

First Amendment to Staff and Facilities Funding Agreement  
Page 2 of 4

  
City

  
Yarrow Bay

the actual costs thereof. Where actual costs are not available, the City shall notify Yarrow Bay of estimated costs and shall provide Yarrow Bay with the basis, including documentation where available, for its estimate. Upon such notification, Yarrow Bay shall promptly review the proposed Miscellaneous Expense and provide the City with written notification if the proposed Miscellaneous Expense is approved, partially approved or disapproved. If approved or partially approved Yarrow Bay shall pay the actual or estimated costs of such activities, up to the approved amount, as set forth in Paragraph 4(C) below. The Parties acknowledge that Yarrow Bay's approval of payment of costs for Miscellaneous Expenses is in Yarrow Bay's complete discretion.

C. Amended Payment Procedure

Paragraph 4(E) of the Agreement shall be eliminated in its entirety and replaced with the following:

E. Payment Procedure. Yarrow Bay shall advance funds to the City on a monthly basis to pay Supplemental Costs pursuant to the following mechanism. The City shall provide Yarrow Bay with an estimate of the Net Monthly Core City Cost Amount for the month beginning in approximately 50 calendar days (the "Estimate"). Five working days before the start of the calendar month for which the Estimate applies, Yarrow Bay will deposit with the City funds in amount equal to the Estimate, less any credit for unexpended funds or debit for over-expenditures for the previous calendar month. By way of example, by the 10<sup>th</sup> day of March, the City will provide Yarrow Bay an Estimate for the month of May. Five days prior to the end of April, Yarrow Bay will deposit with the City funds equal to the Estimate for May, as submitted by the City in March. The minimum amount of working capital held by the City under the terms of the Agreement during any month will be \$150,000. At any time, should the City find itself with less than \$150,000 to cover Supplemental Costs, the City may make an immediate request of Yarrow Bay to deposit with the City amounts necessary to restore the working capital balance to \$150,000, within five working days of receipt of written notice.

5. Indemnity and Hold Harmless.

When the City imposes the surcharge referenced in Agreement paragraph 4 (M), Yarrow Bay agrees to pay the City's costs and attorney's fees associated with defending any challenge to the legality of the surcharge, and Yarrow Bay shall indemnify and hold the City harmless from any monetary judgment or award that results directly or indirectly from that challenge.

6. Agreement in Full Force and Effect.

First Amendment to Staff and Facilities Funding Agreement  
Page 3 of 4

  
\_\_\_\_\_  
City


  
\_\_\_\_\_  
Yarrow Bay



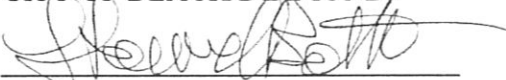
The Agreement, except as expressly modified by the First Amendment terms, shall remain in full force and effect. The First Amendment terms are hereby incorporated into the Agreement. The First Amendment and the Agreement shall, to the fullest extent possible, be interpreted to be consistent. Provided, however, in case of conflict between the Agreement terms, and the First Amendment, the First Amendment provisions shall control.

YARROW BAY COMMUNITIES


For BD Lawson Partners, LP and BD Village Partners, LP

  
\_\_\_\_\_  
By: Brian Ross  
Title: Managing Partner

CITY OF BLACK DIAMOND

  
\_\_\_\_\_  
Howard Botts, Mayor

Attest:

  
\_\_\_\_\_  
Brenda Streepy, City Clerk

  
\_\_\_\_\_  
City

  
\_\_\_\_\_  
Yarrow Bay

RESOLUTION NO. 07-451

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
BLACK DIAMOND, KING COUNTY, WASHINGTON  
AUTHORIZING THE MAYOR TO EXECUTE THE CITY OF  
BLACK DIAMOND STAFF AND FACILITIES FUNDING  
AGREEMENT BETWEEN BLACK DIAMOND LAWSON  
PARTNERS LP, BLACK DIAMOND VILLAGE PARTNERS LP,  
AND THE CITY OF BLACK DIAMOND

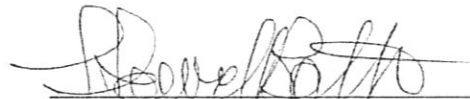
WHEREAS, the City has diligently pursued implementing the vision for Black Diamond, as embodied in the Black Diamond Urban Growth Area Agreement ("BDUGAA"), by adopting numerous ordinances and resolutions and executing various ; and

WHEREAS, the City currently doesn't have the financial resources to increase its staffing and provide necessary facilities and equipment to effectively and efficiently handle core city administrative services; and


WHEREAS, Black Diamond Lawson Partners, LP and Black Diamond Village Partners, LP are desirous of financially assisting the City so that the City will have the ability to provide core City services; now, therefore

BE IT RESOLVED that the Mayor is hereby authorized to execute duplicate originals of the document entitled City of Black Diamond Staff and Facilities Funding Agreement that is attached hereto as Exhibit A ("Agreement") if, and only if, prior to 5 P.M. on June 29, 2007 he receives duplicate originals of the Agreement that have been executed by the other parties to the Agreement.

ADOPTED by the City Council at an open public meeting held on the 21st day of June, 2007.

  
Howard Botts, Mayor

Attest:

  
Brenda Streepy, City Clerk



CITY OF BLACK DIAMOND STAFF AND FACILITIES FUNDING AGREEMENT

1. Date and Parties.

29<sup>th</sup> This City of Black Diamond Staff and Facilities Funding Agreement is dated the 29 day of June, 2007 and is entered into by and between BD Lawson Partners, LP and BD Village Partners, LP and the City of Black Diamond, a Washington municipal corporation.

2. Definitions.

"Agreement" shall mean this City of Black Diamond Staff and Facilities Funding Agreement.

"Agreement Date" shall mean June 29, 2007.

"Agreement Term" shall mean the period of time between the Agreement Date and either 1) the execution of one or more MPD Development Agreements between the Parties or the City and a third party that provide for funding of the then-unfunded Supplemental Costs and adequate security for their payment; 2) the determination, after peer review of the economic analyses outlined in paragraph 4 (K), that the Supplemental Costs subsidy is no longer needed; or 3) Yarrow Bay's termination of its funding under this Agreement pursuant to paragraph 4 (J) after the City's default of its Processing obligations.

"BDUGAA" shall mean the Black Diamond Urban Growth Area Agreement dated December 31, 1996.

"Benefited Non-Contributing Parties" shall mean legal entities that benefit from the staffing and facilities provided by this Agreement, but that have not contributed to the expenditures required to provide such staffing and facilities.

"City" shall mean the City of Black Diamond, a Washington municipal corporation.

"City Code Consultants" shall mean consultants to finish various City regulations needed for the City to lift the current development moratorium.

"Core City Staff" shall mean City staff positions necessary to rectify the staffing deficiencies referenced in paragraph 3 (E) and as further detailed in paragraph 4 (A) below.

Exhibit A to Resolution Number 07- 451

"Default Amount" shall mean the amount required to cure any Yarrow Bay default under this Agreement.

"Default Notice" shall mean a written notice sent from the City to Yarrow Bay in the event that Yarrow Bay does not make any payment or deposit required under this Agreement. The Default Notice shall contain a concise explanation of the alleged default and, if applicable, the Default Amount.

"EIS" shall mean Environmental Impact Statement.

"Legal Costs" shall mean the costs of legal work that will be done to prepare and implement this Agreement, including, but without limitation, assisting the City Administrator in reviewing City Code Consultants' work product, preparing and reviewing documents related to the implementation of the various parts of this Agreement, updating and finalizing City Code additions and revisions needed for the City to lift the current moratorium on development, preparing form documents to assist in the processing of land development applications, updating the City Municipal Code, and dealing with the legal issues related to the expansion of the Core City Staff and the facilities needed for such staff.

"Facilities Costs" shall mean the costs detailed in paragraph 4 (D) below.

"Letter of Credit" shall mean an irrevocable letter of credit in a form and from a financial institution acceptable to the City.

"MPD" shall mean Master Plan Development.

"Net Core City Cost Amount" shall mean the City's estimate of Supplemental Costs for the following calendar quarter, less any credit for unexpended funds, or debit for over-expenditures, for the previous calendar quarter.

"Parties" shall mean Yarrow Bay and the City, collectively.

"Process" or "Processing" shall mean completion of all the City's obligations under the City MPD Ordinance, codified at chapter 18.98 of the City's Municipal Code, that are conditions precedent to the City Council decisions on Yarrow Bay's MPD applications, and the City Council making its oral decision on the application . Processing does not include any appeals brought against the City Council's decisions on Yarrow Bay's MPD applications.

"Supplemental Costs" shall mean all expenditures addressed in this Agreement that are beyond the financial obligations that the City could impose upon Yarrow Bay under City regulations existing as of the Agreement Date. Supplemental Costs include



Exhibit A to Resolution Number 07- 451

the costs of funding the Core City Staff, the City Code Consultants, the Facilities Costs, the Legal Costs, the amounts that Yarrow Bay has paid the City prior to the Agreement Date for the City Code Consultants and for the salary and benefits of the City's former Community Development Director.

"Vision" shall mean the City's vision of economically viable smart urban growth, creating a sense of community through wise land use planning and implementation, while, at the same time preserving and enhancing integrated open space and riparian corridors that protect the Lake Sawyer watershed and provide wildlife and pedestrian corridors throughout the City.

"Yarrow Bay" shall mean BD Lawson Partners, LP and BD Village Partners, LP, collectively.

3. General Recitals.

A. The City, King County and others were parties to the Black Diamond Urban Growth Area Agreement dated December 31, 1996. Yarrow Bay owns or controls all properties that were subject to the BDUGAA.

B. Consistent with the BDUGAA, the City has amended, or is in the processing of amending its Comprehensive Plan and other regulations, including its Master Plan Development Ordinance and Transfer of Development Rights Ordinance, to facilitate accomplishing the Vision.

C. The Parties share the Vision and want to bring it into reality as soon as possible. The Parties realize that the limited number of large land owners, the amount of undeveloped properties within the City, the scenic beauty and related natural amenities in and around the City, and the BDUGAA and related implementation efforts made to date have created a unique opportunity not available to other cities and citizens in the State of Washington.

D. Yarrow Bay has acquired interests in large amounts of property in the City in the belief that if the Vision can be successfully implemented it not only will be a model of successful environmentally friendly development in an urban setting, but will be economically successful as well.

E. The Parties recognize that the City is currently significantly understaffed in its core functions, making it impossible for the City to effectively and efficiently handle its current workload, let alone the increased workload for all City staff, including the staff charged with the responsibility for processing MPD applications, that will result from applications that Yarrow Bay will be submitting. This preexisting understaffing has been exacerbated by the recent loss of key City staff. The Parties also acknowledge the recommendations of experts, including the 2005 studies by Nesbitt Planning and

Exhibit A to Resolution Number 07-451

Management, that the City must significantly expand its staff and staff facilities in order for the City to effectively function, regardless of the anticipated increase in development permit application activity.

F. The Parties acknowledge that the City does not have the legal authority to require Yarrow Bay to fund the Supplemental Costs set forth in this Agreement. However, Yarrow Bay acknowledges that there is adequate consideration for this Agreement because a properly staffed City government will allow for the expeditious completion of the remaining City regulations necessary to assure the Vision is properly implemented, and will allow for the City to operate efficiently and effectively so that Yarrow Bay's development applications can be processed without the delay that would be caused by understaffing and inadequate staff resources and facilities.

G. Increasing City staff will also be of great benefit to the City's existing and future citizens because the City will be able to provide quality municipal services for all citizens, including small and large property owners who cannot currently proceed with development consistent with the Vision due to lack of sufficient City staff, equipment and capital facilities.

H. The purposes of this Agreement are to provide funding for Core City Staff, City Code Consultants, related support facilities, equipment expenses, and Legal Costs through contributions by Yarrow Bay until such time as the City can independently provide funding for the Supplemental Costs, and to provide a mechanism, to the extent authorized by law, for Yarrow Bay to receive reimbursement for the funding of Supplemental Costs from Benefited Non-Contributing Parties. Because the City's MPD Ordinance requires that Yarrow Bay's proposed MPDs will produce revenue for the City, the Parties expect that the need for funding under this Agreement will be reduced over time, and ultimately eliminated.

4. Yarrow Bay's Commitment to Fund City Staff and Support Facilities.

A. Core City Staff

Subject to the provisions of this Agreement, Yarrow Bay commits to fund the Core City Staff, including the salary and benefit costs of each Core City Staff person, up to a maximum \$2,000,000 per year. The City shall determine the positions that will be included within the Core City Staff, but it shall include at least the following: 1) not less than six (6) executive level staff members; and 2) the staff necessary to allow the executive level staff members to expeditiously handle the tasks assigned to them by the Mayor, through the City Administrator. The Core City Staff may participate in Processing development applications submitted by Yarrow Bay and others, and will direct and assist other staff who will process development applications submitted by Yarrow Bay and others. In reliance upon the funding contemplated by this Agreement



Exhibit A to Resolution Number 07- 451

the City may choose to offer multiyear employment contracts to some or all of the Core City Staff.

The Parties acknowledge that the City will determine the method and manner of hiring the Core City Staff, and will be solely responsible for hiring and firing decisions and compensation amounts. The City shall regularly (at least monthly) advise Yarrow Bay on hiring efforts, including compensation and benefits to be paid to Core City Staff, so that Yarrow Bay can honor its commitment to provide funding.

B. City Code Consultants

The Parties acknowledge that the completion of City development regulations and other City Code amendments will require the use of City Code Consultants. Yarrow Bay commits to pay the costs of the City Code Consultants pursuant to the following procedure. Prior to entering into any contract with a City Code Consultant, the City shall notify Yarrow Bay of the contract amount. Upon such notification, Yarrow Bay shall promptly negotiate with the City in good faith to pay the contract amount, and the Parties shall memorialize each payment through an amendment to this Agreement.

C. Legal Costs

Yarrow Bay shall pay the Legal Costs, as said term is defined above, incurred by the City to date, and up to an additional \$450,000 over the Agreement Term, upon invoice for the same from the City. The City shall be responsible for all Legal Costs beyond that amount.

D. Furniture, Equipment, and Office Space

The Parties acknowledge that there is a need for furniture, equipment and temporary office space related to the Core City Staff. Yarrow Bay commits to pay the City's Cost, up to \$15,000 per month, to lease or purchase, install, and maintain temporary or permanent buildings, such as modular structures or metal structures (that could later be converted to City shops and garages), to provide good temporary working space for Core City Staff. Yarrow Bay also commits to pay an agreed upon sum for furniture, fixtures and equipment related thereto. The City will be responsible for all expenditures beyond \$15,000 per month.

It is anticipated that at some time during the Agreement Term the City may construct permanent facilities to house the Core City Staff. Yarrow Bay shall: 1) pay to the City, within 21 days after the time the lowest responsible bidder for constructing the facility is determined, the anticipated construction costs for the facilities related to City staff reviewing and/or processing Yarrow Bay's development applications; or 2) once the permanent facilities are constructed, pay the City the fair market rental rate each month for the facilities used by the City staff reviewing and/or processing Yarrow Bay's

Exhibit A to Resolution Number 07- 451

development applications, for the length of time that Yarrow Bay has an MPD application pending and/or an MPD permit being implemented. The choice to pay construction cost or market rate rent shall be in Yarrow Bay's sole discretion. However, the choice shall be made, in writing, at least 10 days before the construction contract is awarded. If the City has constructed other permanent facilities, such as the metal structures detailed above, to provide temporary offices, Yarrow Bay will receive a credit for those structures if they can be converted to serve other City uses, e.g., shops and garages.

E. Payment Procedure

Yarrow Bay shall advance funds to the City on a calendar quarter basis to pay Supplemental Costs pursuant to the following mechanism. Within 10 days of the Agreement Date, the City will provide Yarrow Bay with the unreimbursed expenditures for Supplemental Costs through June 30, 2007. Yarrow Bay shall pay said sum to the City within 40 days of the Agreement Date. Within 30 days of the Agreement Date the City will provide its estimate of Supplemental Costs for the calendar quarter commencing on July 1, 2007. Yarrow Bay will deposit with the City funds for that calendar quarter within 30 days of receiving the City's estimate. By July 30, 2007, and within 15 days after the start of each calendar quarter thereafter, for the remainder of the Agreement Term, the City will provide Yarrow Bay with the Net Core City Cost Amount. Thirty days before the beginning of each following calendar quarter, for the remainder of the Agreement Term, Yarrow Bay will deposit with the City the Net Core City Cost Amount.

F. Accounting

Within 30 days of the end of each calendar quarter for which Yarrow Bay has made a deposit with the City pursuant to the terms of the previous paragraph, the City shall provide Yarrow Bay with an accounting showing actual Supplemental Costs paid by the City in the prior fiscal quarter, broken down by Supplemental costs for each staff position, facilities costs, equipment costs, City Code Consultant costs, Legal Costs, and any other expenditures for which Yarrow Bay is obligated to make pursuant to the Agreement, all according to generally accepted accounting principles for municipal corporations in the State of Washington. The difference between the City-estimated Supplemental Costs and actual Supplemental Costs shall either be a debit or credit toward the following quarter's deposit required by the previous paragraph.

G. Security

Since the City will be making irrevocable commitments in hiring personnel and consultants, and will be committed to provide furniture, fixtures, equipment, and office space for said employees and consultants, Yarrow Bay will provide as security a combination of a Letter of Credit of two million dollars (\$2,000,000.00) by July 10, 2007 and a first position deed of trust to the City on property within the City that is owned by

Exhibit A to Resolution Number 07- 451

Yarrow Bay and has a current fair market value of at least eight million dollars (\$8,000,000.00) no later than July 29, 2007, to assure that the obligations created by this Agreement are timely met. This security does not relieve Yarrow Bay from liability for the full amount of the obligations hereunder if they exceed the security value. The City may record the deed of trust on or after the Agreement Date. Yarrow Bay may substitute other property for some or all of the property that is the subject of the security deed of trust. Any such substitution will be subject to the City's approval, which shall not be unreasonably withheld as long as the substitute property has substantially equivalent developable acreage to the original property. The required amount of the Letter of Credit and/or deed of trust security provided by Yarrow Bay will be reduced by the amount of the Supplemental Costs funded and secured with like security under one or more MPD Development Agreements entered into by the Parties, or the City and a subsequent purchaser of property that is subject to one or more of such agreements.

H. Default

If Yarrow Bay does not timely make any payment or deposit required hereunder, then the City shall send Yarrow Bay a Default Notice. Yarrow Bay shall have seven (7) days after receiving the Default Notice to cure its default by making the required payment or a deposit of the Default Amount. If the default is not cured within the seven day period, then the City shall have the right, without further notice, to make demand upon the Letter of Credit for the Default Amount. Yarrow Bay shall then replenish the Letter of Credit back to its full \$2,000,000 amount within 60 days from the City's demand. If the City does not receive notice that the full amount of the Letter of Credit has been reinstated within 60 days from the City's demand, then the City may make demand for the full amount of the Letter of Credit, and said amount shall be held by the City as a deposit for Supplemental Costs, and other Yarrow Bay financial obligations set forth in the Agreement for the remainder of the Agreement Term. If the balance in the deposit account drops below \$1,000,000, then the City may begin foreclosure proceedings against the property that is the subject of the Deed of Trust, with the City impounding, at sale, the full sale amount, up to \$8,000,000, to be held as a deposit for Supplemental Costs, and other Yarrow Bay financial obligations set forth in the Agreement for the remainder of the Agreement Term. The City will provide a quarterly accounting for all payments made toward Yarrow Bay obligations set forth in the Agreement in the same manner as required for payments made by Yarrow Bay pursuant to Paragraph 4(F) above. The provisions of this paragraph notwithstanding, the City may also cease processing any pending Yarrow Bay applications until such time as the default is cured, or all monies are collected from the security, so that the City has monies on deposit to pay for the application processing costs.

I. Funding Commitments Non-Duplicative

The commitment to funding set forth in the Agreement is in addition to, but shall not be duplicative of, any financial obligations created by City codes such as the MPD



Code that are related to the filing and processing of a land use application by Yarrow Bay, or any other applicant. While the Parties recognize that the Core City Staff will participate in the processing of Yarrow Bay development applications, Yarrow Bay will not be charged for this time; provided, however, that pursuant to the City MPD Ordinance Yarrow Bay will pay the full cost of staff hired specifically to review and process MPD applications. For example, when Yarrow Bay is required under the City Code to pay a fee to the City related to the filing and processing of a land use application, Yarrow Bay shall only pay the City a base administrative charge and such other amounts as are required by the City Code that are not otherwise provided for in the Agreement.

J. Yarrow Bay Development

Given the current inadequate City staffing, the parties to this Agreement recognize that Yarrow Bay will benefit directly from expanded staff and support facilities, because expanded City staff will be able to expedite completing the Vision implementation regulations, and provide a support structure for timely review and processing of Yarrow Bay's Master Plans. As partial consideration for Yarrow Bay funding Core City Staff and facilities, to expedite economic and fiscal benefits to the City, and to facilitate the transfer of funding obligations from the Agreement to Yarrow Bay's MPD Development Agreement(s), the City intends to Process, as defined above, each Yarrow Bay's MPD application within 24 months from the latter of: 1) the date a notice of complete MPD application is submitted and 2) 6 months after the Agreement is executed by all Parties and Yarrow Bay has provided the security referenced in Paragraph 3 (G) and the Deed of Trust referenced therein has been recorded.. The 24 month time line does not include the following: 1) any time which the processing of the MPD application is delayed because of the City having to wait for further information relevant to the MPD Processing reasonably requested from the Yarrow Bay team; 2) any time during which an appeal is pending; and 3) the environmental review period. Provided, however, the City commits to continuing its Processing efforts during the "excluded" time periods on those portions of the application(s), if any, that are unaffected by the reasons for the delay. If the City does not Process Yarrow Bay's MPD applications within the above referenced 24 months, less excluded periods, and if Yarrow Bay has timely paid all of its financial commitments, then Yarrow Bay shall have the option, on 60 days written notice to the City, to terminate funding of the Supplemental Costs. Provided, the termination of funding shall not apply to those Supplemental Costs for which the City entered contractual obligations to pay the same prior to the date the notice to terminate was given and to the extent the payments for said Supplemental Costs are due within 5 years of the date the notice to terminate was given.

Pursuant to Section 18.98.070 of the Black Diamond Municipal Code, the Parties agree to prepare EISs for Yarrow Bay's proposed MPDs prior to or concurrent with Yarrow Bay's submittal of MPD applications.

K. Reduction of Necessary Funding under Agreement: Termination of Agreement

The City shall work in good faith and use reasonable best efforts to periodically review its fiscal condition and policies so that Yarrow Bay funding for Supplemental Costs can be reduced by other funding sources. The City agrees, to the extent staff is available, to apply for grants that could be used to contribute to Supplemental Costs, and shall use any funds awarded under such grants to pay Supplemental Costs. The City, if funding is provided by Yarrow Bay or one of its successors in interest, shall cause an economic analysis to be prepared by qualified independent consultants, and subjected to peer review, to determine if the City's normal general fund receipts from sales tax, property tax and any other regularly occurring tax sources, now have a sufficient base line so as to reduce or eliminate the need for continued subsidy of Supplemental Costs by Yarrow Bay and/or its successors in interest. These economic analyses shall occur biannually, with the first analysis to be done in calendar year 2012.

Yarrow Bay's commitment to fund Supplemental Costs under this Agreement shall end when: 1) the Parties, or the City and a successor in interest to Yarrow Bay, or the City and a third party, execute MPD Development Agreements that provide funding for the then-unfunded Supplemental Costs and any other obligations remaining hereunder, and provide adequate security for the payment of said costs and obligations; or 2) when it is determined, after peer review of the economic analyses outlined in this paragraph, that the Supplemental Cost subsidy is no longer needed; or 3) Yarrow Bay terminates the Supplemental Costs funding pursuant to paragraph 4 (J) in the event that the City defaults on its Processing obligations.

L. No Special Treatment

As a matter of law, Yarrow Bay acknowledges that the City has legal and ethical obligations to implement its plans and to enforce its regulations objectively, without regard to the fact that Yarrow Bay is providing funding for Core City Staff, City Code Consultants, Legal Costs, and facilities costs. Yarrow Bay understands that this Agreement does not entitle Yarrow Bay to any special treatment, other than the City commitments set forth herein.

M. Reimbursement

The City will take actions so that Yarrow Bay can recover the Supplemental Costs by adding a surcharge, to the extent allowed by law, to all impact fees, latecomer's agreements, and all other financial obligations that are created by City codes, and to all fees charged for the following land use applications and permits submitted by Benefited Non-Contributing Parties: MPD Applications, multifamily dwelling unit building permits, subdivisions, multiple short plats, commercial/industrial site plans, and single family home construction permits if more than one is submitted in a 12 month period,

Exhibit A to Resolution Number 07- 451

This surcharge, designed to amortize Supplemental Costs, shall be equivalent to the Benefited Non-Contributing Party's pro-rata fair share of the Supplemental Costs. The surcharge shall include administrative fees for the City's costs in establishing and processing the surcharge, and for Yarrow Bay's costs associated with this Agreement. The amount of this surcharge actually collected from the Benefited Non-Contributing Parties, minus the City's administrative fee, shall be issued as a credit against Yarrow Bay's quarterly payments during the term of this Agreement, or shall be issued as a credit against development-related fees and costs owed from Yarrow Bay to the City after the term of this Agreement. In the event that a third party who is benefited by this Agreement contributes to the Supplemental Costs, that party shall not be reimbursed for any of its contributions until Yarrow Bay has been reimbursed for all of its contributions prior to the third party's contribution date. After that point, Yarrow Bay and any third party contributing to Supplemental Costs shall be reimbursed pro-rata according to their monetary contributions. The City will not collect the surcharge under the terms of this Agreement after the earlier of: 1) the date when Yarrow Bay has been fully repaid for all Supplemental Costs it has paid under this Agreement, or 2) the end of the vesting term specified in the final MPD Development Agreement between the Parties.

5. Miscellaneous.

A. Amendments

Any Party may request changes to this Agreement. Proposed changes that are agreed upon by all Parties will be incorporated by written amendments to this Agreement.

B. Integration

The Parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Waiver of any default will not be deemed to be a waiver of any subsequent default. Waiver or breach of any provision of the Agreement will not be deemed to be a waiver of any other or subsequent breach and will not be construed to be a modification of the terms of the Agreement unless stated to be such through written approval by the Party charged with so waiving or modifying the terms of the Agreement, which written approval will be attached to the original Agreement.

C. Negotiation and Drafting

The Parties hereby acknowledge that this Agreement has been reached as a result of arms length negotiations with each Party represented by counsel. No presumption shall arise as a result of one Party or the other having drafted all or any portion of this Agreement.



Exhibit A to Resolution Number 07- 451

D. Counterparts

This Agreement may be executed by the Parties in counterparts, each of which, when executed shall be deemed an original instrument and binding against the Party signing thereon.

E. Severability

If any section, sentence, clause, or portion of this Agreement is declared unlawful or unconstitutional for any reason, the remainder of this Agreement shall continue in full force and effect.

F. Authority to Sign

Each Party represents and warrants to the others that the individuals signing below have full power, authority and legal right to execute and deliver this Agreement and thereby to legally bind the Party on whose behalf such person signed.

G. Binding Effect on Subsequent Parties

This Agreement shall bind and inure to the benefit of the Parties and their respective receivers, trustees, insurers, successors, subrogees, transferees and assigns.

H. Notice

Any demand, request or notice which either party hereto desires or may be required to make or deliver to the other shall be in writing and shall be deemed given when personally delivered, or successfully transmitted by facsimile transmission, or when actually received after being deposited in the United States Mail in registered or certified form, return receipt requested, addressed as follows

To the City: Rick Luther, City Administrator  
City of Black Diamond  
25510 Lawson St.  
PO Box 599  
Black Diamond, WA 98010  
Facsimile: (360) 886-2592

Loren Combs  
McGavick Graves  
1102 Broadway, Suite 500  
Tacoma, WA 98401  
Facsimile: (253) 627-2247

Exhibit A to Resolution Number 07- 451

To Yarrow Bay: Brian Ross  
Yarrow Bay Group  
825 5<sup>th</sup> Ave., Suite 202  
Kirkland, WA 98033  
Facsimile: (425) 202-3694

John Hempelmann  
Cairncross & Hempelmann, P.S.  
524 Second Avenue, Suite 500  
Seattle, Washington 98104-2323  
Facsimile: (206) 587-2308


I. Choice of Law, Jurisdiction, and Venue.

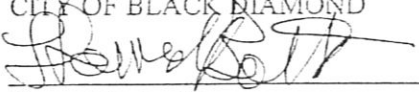
This Agreement shall be interpreted, construed, and enforced according to the laws of the State of Washington. If any action is brought by any of the Parties to enforce provisions of this Agreement, the Parties agree that the exclusive jurisdiction and venue of any lawsuit arising from such action will be the Superior Court of Washington for King County.

J. Mediation, Attorneys' Fees and Costs

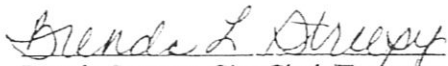
In the event of any dispute concerning this Agreement, the parties agree to submit their dispute to a mutually-agreed mediator before seeking recourse from any court. In the event that mediation fails to resolve the dispute, the substantially prevailing Party shall be entitled to receive its attorneys' fees and costs at trial, at any alternative dispute resolution proceeding, and on appeal.

YARROW BAY COMMUNITIES  
For BD Lawson Partners, LP and BD Village Partners, LP

  
By: Brian Ross  
Title: Managing Partner

CITY OF BLACK DIAMOND  
  
Howard Botts, Mayor

Attest:

  
Brenda Streepy, City Clerk/Treasurer  
b:\26853\fundAg\062207-Final

**CITY OF BLACK DIAMOND  
2010 BUDGET CALENDAR**

<b>INTERNAL DATE</b>	<b>STATE LAW LIMITATIONS</b>	<b>BUDGET PREPARATION STEPS</b>
August 3	None	Finance formulates message to accompany department budget requests
August 4	September 14	Departmental budget requests distributed
August 28	None	Salary and Benefits projections for 2010
August 28	September 28	Department request estimates to be filed with Finance
August 28	October 1	Revenue projection for all funds; estimate of General Fund ending balance for December 31, 2009
September 21	October 1	Finance submits to CAO the proposed preliminary budget setting forth the complete financial program
September 24	None	Finance provides expenditure budgets for October 1 Council packet
October 1 (Workstudy)	October 5	CAO provides Council with current info on revenue from all sources as adopted in 2009 budget, and provides them with the proposed preliminary budget setting forth the proposed General Fund revenue
October 22 (Workstudy)	None	Mayor, Finance and Department heads review General Fund expenditures budgets with Council
October 29 (Workstudy)	None	Council reviews Public Works budgets for revenues and expenditures for all Public Works budgets, including street, water, wastewater, stormwater and all associated funds. Also reviews overall budget.
November 3 and November 10	November 3 and November 10	City Clerk publishes Notice of Public Hearings on 2010 budget once a week for two consecutive weeks and publishes filing of preliminary budget
November 5 (Workstudy)	None	City Council workstudy to review proposed 2010 budget for revenues and expenditures for all funds, including projects from CIP
November 19	November 20	Copies of Preliminary Budget made available to public
November 19 (Regular Mtg.)	November 19	City Council holds public hearing on revenue sources and expenditures for the upcoming budget year including possible increases in property tax revenue
November 19 (Regular Mtg.)	November 19	Property tax public hearing
November 19 (Regular Mtg.)	November 19	City Council adopts preliminary property tax levy for 2010 budget (possibly hold 2 <sup>nd</sup> in December due to delays in information from the County – Must be done by November 30.
December 3 (Regular Mtg.)	December 3	City Council holds final public hearing on 2010 budget
December 3 or 17, (Regular Mtgs.)	December 3 or 17	City Council adopts Final 2010 budget and transmits to the State Auditor's Office





## City of Black Diamond Final Budget 2010

### Glossary of Budget Related Terms

---

**Accrual Basis of Accounting** - Method of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Ad Valorem Tax (also known as "Property Tax")** - A tax on property itself, levied on the assessed value of the property.

**Adopted Budget** - The original budget approved by the City Council for a given fiscal year.

**Amended Budget** - The original budget plus or minus any adjustments approved during the fiscal year by the City Council.

**Appropriation** - An authorization from a governing body to make expenditures for a specific purpose.

**Assessed Valuation** - The total value of real estate and personal property as determined by tax assessors which is used as a basis for levying taxes.

**Best Practice** - The method used by an entity that excels at doing a particular activity. These are the measures against which the county benchmarks its current processes for performing the activity.

**Bond** - A written promise to pay a specific sum of money plus interest within a specific period of time. Bonds are a major source of revenue for construction or major renovations.

**Budget** - A proposed plan for raising and spending money for specified programs, functions, activities, or objectives during a fiscal year.

**Budget Calendar** - The schedule around which the budget is developed. This schedule must include certain statutory dates, ultimately ending with the adoption of a budget ordinance by the City Council..

**Budget Ordinance** - The official enactment by the City Council making appropriations and establishing a tax rate for the budget year. Appropriations shall be made by department, function, or project and will include the presentation of revenue estimates by major source.

**Capital Improvement Plan (CIP)** - A multi-year plan of major construction or renovation projects. This plan includes the projected annual expenses and available revenues for each project. The plan is adjusted annually and approved by the City council.



## City of Black Diamond Final Budget 2010

### Glossary of Budget Related Terms, cont.

---

**Capital Outlay** - Expenses associated with the acquisition, construction, improvement, replacement, or renovation of land, structures and improvements thereon. This includes equipment and physical property, other than land and buildings, having a useful life of more than three years.

**Cash Basis of Accounting** - Method of accounting in which transactions are recognized at the time cash is received or spent.

**Debt Service** - Payments of interest and principal on an obligation resulting from the issuance of bonds.

**Fund** - A separate fiscal and accounting entity, with its own set of accounts and having its own cash and other resources, liabilities, equities or fund balance, revenues and expenditures.

**GAAP** - An acronym meaning "Generally Accepted Accounting Principals", which refer to a set of standard accounting rules and procedures used by governmental agencies to account for the receipt and expenditure of funds.

**General Fund** - Transactions very general in nature and not required to be accounted for in another fund. This is the primary operating fund for the City.

**General Obligation Bonds** - Bonds issued by the government, usually requiring voter approval, that are backed by the government's full faith and credit.

**Property Tax (also known as "Ad Valorem Tax")** - A tax on property itself, levied on the assessed value of the property.

**Revenue** - Receipts that increase the City's net worth or net financial resources.

**State Shared Revenue** - The proceeds from State taxes that are shared with cities, with the distribution being determined by some formula, depending on the type of tax.





## City of Black Diamond Final Budget 2010

2010 Salary Schedule	Level 1	Level 2	Level 3	Level 4	5 & On
City Administrator	9,161	9,459	9,913	10,271	10,634
Assistant City Administrator	7,875	8,269	8,663	9,056	9,450
Court Administrator	5,775	6,038	6,300	6,563	6,825
Court Clerk	3,150	3,413	3,675	3,938	4,200
Economic Development Director	7,350	7,744	8,138	8,531	8,925
Stewardship Director	7,350	7,744	8,138	8,531	8,925
City Attorney	8,000	8,400	8,820	9,261	9,724
City Clerk	7,350	7,744	8,138	8,531	8,925
Deputy City Clerk	4,410	4,719	5,027	5,336	5,644
Finance Director	7,350	7,744	8,138	8,531	8,925
Deputy Finance Director	6,500	6,875	7,250	7,625	8,000
Utility Clerk	3,150	3,413	3,675	3,938	4,200
Senior Accountant 75% (hourly)	25.28	26.55	27.87	29.27	30.73
Accountant 1 Journey (hourly)	16.28	17.09	17.94	18.84	19.78
Administrative Assistant 2	3,150	3,413	3,675	3,938	4,200
Administrative Assistant 1	2,310	2,494	2,678	2,861	3,045
Information Services Manager	6,825	7,219	7,613	8,006	8,400
Police Chief	9,458	9,781	10,106	10,430	10,804
Police Commander	7,860	8,122	8,384	8,646	8,948
Police Sergeant	7,367	7,781			
Police Officer	4,476	5,016	5,557	6,098	6,611
Police Records Coordinator	4,410	4,719	5,027	5,336	5,644
Police Clerk 62.5% (hourly)	14.75	16.18	17.61	18.61	20.45
Facilities Equipment Coordinator	4,410	4,719	5,027	5,336	5,644
Human Resources Director	7,350	7,744	8,138	8,531	8,925
Community Development Director	7,350	7,744	8,138	8,531	8,925
Permit Technician Supervisor	5,775	6,038	6,300	6,563	6,825
Permit Technician	4,410	4,719	5,027	5,336	5,644
Compliance Officer	4,410	4,719	5,027	5,336	5,644
Senior Planner	5,249	5,511	5,787	6,076	6,380
Planner	4,410	4,719	5,027	5,336	5,644
Associate Planner	4,394	4,614	4,845	5,087	5,341
Assistant Planner	4,099	4,304	4,519	4,745	4,982
Building Official	6,825	7,219	7,613	8,006	8,400
Parks Department Director	7,350	7,744	8,138	8,531	8,925
Public Works Director	7,350	7,744	8,138	8,531	8,925
Utilities Supervisor	6,825	7,219	7,613	8,006	8,400
Public Utilities Operator	4,620	4,700	4,792	4,884	4,976
Utility Worker	3,257	3,572	3,887	4,202	4,538
Utility Worker Seasonal (hourly)	12.98				

All nonunion positions are currently at the 2009 payscale for 2010



