



**CITY OF BLACK DIAMOND**  
**December 2, 2010 Meeting Agenda**  
25510 Lawson St., Black Diamond, Washington

**7:00 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL**

**PUBLIC COMMENTS:** Persons wishing to address the City Council regarding items of new business are encouraged to do so at this time. When recognized by the Mayor, please come to the podium and clearly state your name and address. Please limit your comments to 3 minutes. If you desire a formal agenda placement, please contact the City Clerk at 360-886-2560. Thank you for attending this evening.

**PUBLIC HEARINGS:**

- |  |            |
|--|------------|
| 1) <b>AB10-090</b> – Proposed Water Rate Increases | Ms. Miller |
| 2) <b>AB10-091</b> – Proposed Sewer Rate Increase  | Ms. Miller |
| 3) <b>AB10-092</b> – Proposed Final 2011 Budget    | Ms. Miller |

**APPOINTMENTS, PRESENTATIONS, ANNOUNCEMENTS**  
**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

- |   |                 |
|---|-----------------|
| 4) <b>AB10-093</b> – Resolution Authorizing Addendum to Valley Communications Contract  | Chief Kiblinger |
| 5) <b>AB10-094</b> – Resolution to Purchase a New 2011 Chevrolet Tahoe Police Vehicle   | Chief Kiblinger |
| 6) <b>AB10-095</b> – Resolution Appointing Municipal Court Judge and Approving Contract | Mayor Olness    |

**DEPARTMENT REPORTS:**

**MAYOR'S REPORT:**

**COUNCIL REPORTS:**

**ATTORNEY REPORT:**

**PUBLIC COMMENTS:**

**CONSENT AGENDA:**

- 7) **Claim Checks** – December 2, 2010, No. 36330 through No.36347 in the amount of \$43,612.49

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

**City of Black Diamond  
Post Office Box 599  
Black Diamond, WA 98010**

ITEM INFORMATION			
<b>SUBJECT:</b> <b>Public hearing only on proposed water rate increases</b>	<b>Agenda Date: December 2, 2010</b>		<b>AB10-090</b>
	Department/Committee/Individual	Created	Reviewed
	Mayor Rebecca Olness		
	City Administrator –		
	City Attorney –Chris Bacha		
	City Clerk – Brenda L. Martinez		
	Finance – May Miller	X	
	Public Works – Seth Boettcher		
Cost Impact:	Economic Devel. – Andy Williamson		
Fund Source:	Police – Jamey Kiblinger		
Timeline:	Court – Stephanie Metcalf		
	Comm. Dev. – Steve Pilcher		
<b>Attachments: Rate Analysis</b>			
SUMMARY STATEMENT:			
COMMITTEE REVIEW AND RECOMMENDATION:			
RECOMMENDED ACTION: <b>Public hearing only. No action required.</b>			
<b>RECORD OF COUNCIL ACTION</b>			
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>	
December 2, 2010			

### 401 Water Fund Without Rate Increase

	2011 Budget	User Charges	Funding	Water Reserves	Developer Reimburse	Fund Balance	Total
Without Rate Increase							
<b>REVENUE</b>							
1 User Charges	395,000	395,000					395,000
2 Surcharge @ \$2.30 per customer							
3 Deposits and Reimbursements	600	600					600
4 Late Charges & Name Changes	16,000	16,000					16,000
5 Operating Revenue	411,600	411,600					411,600
6 Funding PW Reimbursement	55,125		55,125				55,125
7 Investment Interest	500	500					500
8 Transfer from Water Capital Fund	125,000			125,000			125,000
9 Subtotal Other Revenue	180,625	500	55,125	125,000			180,625
10 Total Revenue	592,225	412,100	55,125	125,000	-	-	592,225
Debt PWTF & Tacoma Water	686,446				686,446		686,446
11 Beginning Cash & Investments	133,745					133,745	133,745
12 Total Sources	1,412,416	412,100	55,125	125,000	686,446	133,745	1,412,416
<b>EXPENDITURES</b>							
13 Salary and Benefits	165,622						
14 Furlough Days	(1,384)						
15 Total Salaries and Benefits	164,238	109,113	55,125				164,238
16 Operating & Office Supplies/Uniforms	3,150						
17 Allocated Office Supplies, Copies, Postage	6,945						
18 Caustic (potassium hydroxide)	12,000						
19 Fuel	2,300						
20 Small tools	1,000						
21 Total Supplies	25,395	25,395					25,395
22 Insurance	19,551						
23 Telephone/DSL/Radios	2,500						
24 Prof Services (Sensus Software Supt & Maint)	4,500						
25 Water Testing	1,500						
26 Health Dept and Other Permits	1,700						
27 Repairs & Maintenance/locates	5,800						
28 Travel, Memberships and Training	1,900						
29 Electricity/Gas	34,000						
30 Water, Sewer, Drainage and Garbage	1,060						
31 Legal Services	16,500						
32 Postage/Printing	2,500						
33 Advertising and Misc.	500						
34 Audit - Share of costs	6,250						
35 Cost Allocation	25,465						
36 Taxes Utility	24,696						
37 Taxes B&O	17,000						
38 Total Services & Charges	165,422	165,422					165,422
39 Total Operating Expenditures	355,055	299,930	55,125	-			355,055
40 Transfer for Equipment	10,000	10,000					10,000
41 Debt Service for Water Meters	48,300	48,300					48,300
42 PWTF 95 Wtr Dep	13,314	13,314					13,314
43 PWTF 2006 Corr Cont.	11,925	11,925					11,925
44 Debt Service 2006 PWTF Loan	316,184	89,468		125,000	101,716		316,184
45 Tacoma Water Dev Wtr Cr	584,730				584,730		584,730
46 Subtotal Other Expenditures	984,453	173,007	-	125,000	686,446	-	984,453
47 Total Expenditures	1,339,508	472,937	55,125	125,000	686,446	-	1,339,508
48 Ending Cash & Investments	72,908	(60,837)				133,745	★ 72,908
49 Total Uses	1,412,416	412,100	55,125	125,000	686,446	133,745	1,412,416

★ User charges reduced ending C & I reserves by \$60,837 to \$72,908, below the 3 months expenditures of \$88,764 required.

### 401 Water Fund with proposed 15% Rate Increase

	2011 Budget	User Charges	Funding	Water Reserves	Developer Reimburse	Fund Balance	Total
With Rate Increase							
<b>REVENUE</b>							
1 User Charges	454,000	454,000					454,000
2 Surcharge @ \$2.30 per customer							-
3 Deposits and Reimbursements	600	600					600
4 Late Charges & Name Changes	16,000	16,000					16,000
5 Operating Revenue	470,600	470,600					470,600
6 Funding PW Reimbursement	55,125		55,125				55,125
7 Investment Interest	500	500					500
8 Transfer from Water Capital Fund	125,000			125,000			125,000
9 Subtotal Other Revenue	180,625	500	55,125	125,000			180,625
10 Total Revenue	651,225	471,100	55,125	125,000	-		651,225
Debt PWTF & Tacoma Water	686,446				686,446		686,446
11 Beginning Cash & Investments	133,745					133,745	133,745
12 Total Sources	1,471,416	471,100	55,125	125,000	686,446	133,745	1,471,416
<b>EXPENDITURES</b>							
13 Salary and Benefits	165,622						
14 Furlough Days	(1,384)						
15 Total Salaries and Benefits	164,238	109,113	55,125				55,125
16 Operating & Office Supplies/Uniforms	3,150						
17 Allocated Office Supplies, Copies, Postage	6,945						
18 Caustic (potassium hydroxide)	12,000						
19 Fuel	2,300						
20 Small tools	1,000						
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38 Total Services & Charges	165,422	165,422					165,422
39 Total Operating Expenditures	355,055	299,930	55,125	-			355,055
40 Transfer for Equipment	10,000	10,000					10,000
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44 Debt Service 2006 PWTF Loan	316,184	89,468		125,000	101,716		316,184
45 Tacoma Water Dev Wtr Cr	584,730				584,730		584,730
46 Subtotal Other Expenditures	984,453	173,007	-	125,000	686,446	-	984,453
47 Total Expenditures	1,339,508	472,937	55,125	125,000	686,446	-	1,339,508
48 Ending Cash & Investments+P248	131,908	(1,837)				133,745	131,908
49 Total Uses	1,471,416	471,100	55,125	125,000	686,446	133,745	1,471,416

★ Rate Increase covers all expenditures except \$1,837 which still leaves an ending C & I bal of \$131,908. This covers 3 months of expenditures of \$88,764 and leaves \$43,144 in reserves which can be used for capital or emergencies.

NOTE: This does not include rates for user charges to cover the two funding agreement positions at \$55,124 which would require an additional 12% increase.



# City of Black Diamond

## Water Debt Analysis

Issue Date	Issue Amount	Type	Purpose	Maturity Date	12/31/2010 debt owed	2011					2011			Developer Reimb	Total Debt Service
						Principal	Interest	Debt Svs	Operating	Water Capt Res	Total Water	Water	2011		
1995	200,000	PWTF	Wtr Repair	2015	53,248	10,651	2,663	13,314	13,314		13,314	13,314		0	13,846
2006	180,000	PWTF	Cor Contrl	2022	135,000	11,250	675	11,925	11,925		11,925	11,925		0	11,982
2005	3,407,063 2,040,757		Tac 500mg Pump Fac, Res & lines	2024	4,136,814	295,500	20,684	316,184	89,468	125,000	214,468			101,716	316,184
	5,447,820	PWTF													
2004	11,334,510	Tac Water	Deve Wtr Cr	2013	1,688,190	562,730	22,000	584,730	0	0	0	0		584,730	584,730
2010	230,000	W/W Loan	Wtr Meters	2015	230,000	46,000	2,300	48,300	48,300	0	48,300	48,300		0	48,300
Totals	22,840,150					926,131	48,322	974,453	163,007	125,000	288,007	163,007		686,446	975,042
Total net Water fund 2010 Debt Service 1/1/2011					6,243,252					\$125,000	\$288,007				

\*Black diamond hold a letter of credit from Palmer Coking for their balance owing of \$1,424,024 of PWTF Loan. Fourteen payments of \$101,716.

\*\*Black Diamond holds a letter of credit from BD Partners for the \$1,688,190 balance owing To Tacoma Water. Three Payments of Principal & Interest.

3/4" WATER METER	OLD RATES	Oct-10	3/4" WATER METER	NEW RATES
		#503800.2		#503800.2
		859		859
WATER CONSUMPTION			WATER CONSUMPTION	
BASE WATER RATE 1ST UNIT	\$17.88		NEW BASE WATER RATE 1ST UNIT	\$20.56
WATER OVERAGE - TIER 1	\$1.82		WATER OVERAGE - TIER 1 NEW	\$2.09
0-600	600 \$10.92		0-600	600 \$12.54
WATER OVERAGE - TIER 2	\$2.09		WATER OVERAGE - TIER 2 NEW	\$2.40
601-1200	259 \$5.41		601-1200	259 \$6.22
WATER OVERAGE - TIER 3	\$2.40		WATER OVERAGE - TIER 3 NEW	\$2.76
1201+	0 \$0.00		1201+	0 \$0.00
BASE CITY SEWER RATE	\$15.29		BASE CITY SEWER RATE	\$19.16
METRO SOOS BASE RATE	\$35.77		METRO SOOS BASE RATE	\$36.10
STORMWATER IMPERVIOUS (ERU)	\$11.50		STORMWATER IMPERVIOUS (ERU)	\$13.00
WATER			WATER	
WATER CONSUMPTION	859		WATER CONSUMPTION	859
CU FT OF WATER (100 CU FT = 748 GAL)	100		CU FT OF WATER (100 CU FT = 748 GAL)	100
TOTAL CUBIC FEET OF WATER USED	8.59		TOTAL CUBIC FEET OF WATER USED	8.59
FIRST TIER	600 \$10.92		FIRST TIER	600 \$12.54
SECOND TIER	259 \$5.41		SECOND TIER	259 \$6.22
THIRD TIER	0 \$0.00		THIRD TIER	0 \$0.00
TOTAL OF THREE TIERS	\$16.33		TOTAL OF THREE TIERS	\$18.76
BASE WATER RATE 1ST UNIT	\$17.88		NEW BASE WATER RATE 1ST UNIT	\$20.56
WATER BILL DUE	\$34.21		WATER BILL DUE	\$39.32
CITY SEWER			CITY SEWER	
BASE CITY SEWER RATE	\$ 15.29		BASE CITY SEWER RATE	\$ 19.16
CITY SEWER BILL DUE	\$ 15.29		CITY SEWER BILL DUE	\$ 19.16
METRO/SOOS			METRO/SOOS	
METRO SOOS BASE RATE	\$ 35.77		METRO SOOS BASE RATE	\$36.10
METRO SOOS BALANCE DUE	\$ 35.77		METRO SOOS BALANCE DUE	\$ 36.10
STORMWATER			STORMWATER	
STORMWATER IMPERVIOUS (ERU)	\$ 11.50		STORMWATER IMPERVIOUS (ERU)	\$13.00
STORMWATER BALANCE DUE	\$11.50		STORMWATER BALANCE DUE	\$13.00
TOTAL BALANCE DUE	\$96.77		TOTAL BALANCE DUE	\$107.58

## Water Rates Comparison

CITY	COUNTY	CONNECTIONS	* TOTAL	% SURCHARGE OUTSIDE CITY	NOTES
Buckley (Summer)	Pierce	1818	\$20.74	-	City unsure of increase
Enumclaw	King	5497	\$21.41	50%	No increases for 2011
Covington WD (Summer)	King	14080	\$29.15	-	Increase amounts to approx. 7.4%
Carnation	King	843	\$29.28	50%	No increases for 2011
Goldendale (2011)	Klickitat	1500	\$29.85	50%	Rates 2% higher from 2010
<b>Black Diamond (2011)</b>	<b>King</b>	<b>846</b>	<b>\$31.01</b>	<b>-</b>	<b>(\$2.09/100 CF)</b>
Snoqualmie	King	4052	\$31.87	30 - 35%	Doubtful rates will increase
Fife (2011)	Pierce	1631	\$32.73	50%	Rates 20% higher from 2010
Chelan	Chelan	1572	\$37.10	50%	No increases for 2011
Eatonville	Pierce	1039	\$39.78	-	No increases for 2011
Leavenworth	Chelan	1200	\$47.00	20 - 25%	\$2 increase to base from 2010

\* Total price includes base meter charge and 500 CF of usage

# City of Black Diamond Water User Rates Study

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## BACKGROUND & PURPOSE

PacWest Engineering has been retained by the City to complete a water rate study and recommend updated rates for adoption by the City Council. The City is currently operating under a development moratorium which is anticipated to be lifted in late 2008. Significant growth is anticipated to occur within the City following the removal of the moratorium. The City desires to adopt updated water rates to ensure that the City's water rates adequately cover existing and projected costs associated with operating a water utility and providing adequate water service to its customers.

The City's water rates are comprised of two components: 1) User rates based on monthly meter rates as well as charges based on actual water consumption; and 2) Connection charges (also known as capital facility charges) which fund system improvements required as a result of new growth. This report analyzes the City's Water User Rates. An analysis of the City's Water Connection Charges is covered in a separate report.

## ANALYSIS METHODOLOGY

Water rates have been analyzed for a three year period from 2009 to 2011. Since there are many assumptions incorporated into these rates based on projections of new development, it is recommended that a rate study be conducted in the future for years beyond this planning period.

A water billing consumption history for the period of June 2006 through May 2007 was utilized in developing user rate revenue assumptions. It is assumed that this time period is representative of the City of Black Diamond's water use and does not include lower than average or higher than average use due to irregular weather patterns or use consumptions.



An annual population growth rate of 2.85% has been utilized for growth projections within the existing developed City for the period following the removal of the moratorium. Additionally, the addition of new customers has been projected based on conversations with Yarrow Bay due to the fact that significant development is anticipated to occur within the City of Black Diamond during the period of analysis covered by this Water Rate Study.

Growth projections for new development are based on conversations with Yarrow Bay regarding potential build rates for development that is anticipated to occur within the City of Black Diamond. A two-year delay in projected growth has been included to provide for a more realistic assumption in projected revenues. Projections for growth have assumed a water consumption rate of 230 gallons per day per single family residence, as this is the established amount calculated for one ERU (equivalent residential unit) in the agreements between developers and the City of Black Diamond. It is assumed that connections to the system will be made in one calendar year and user rates will be charged for the new ERU's in the following year. No credit for partial years has been assumed.

<b>PROJECTED NEW ERU CONNECTIONS</b> <b>(User rates assumed to begin billings in following year)</b>				
<b>ERU Type</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>
ERU's (with connection charge credit)	0	0	0	0
ERU's (without connection charge credit)	0	33	34	35
<b>TOTAL NEW ERU'S</b>	<b>0</b>	<b>33</b>	<b>34</b>	<b>35</b>

#### **WATER FUNDS STRUCTURE & RESERVE RECOMMENDATIONS**

The City of Black Diamond currently operates with three water-related funds, as follows: Fund 401 – Water Fund; Fund 402 – Water Supply & Facility Fund; and Fund 404 – Water Reserve Fund.

It is recommended that the City restructure their water funds into the following three funds: Operating Fund; Capital Fund; and Developer Contribution Fund. The Operating and Capital funds should maintain a reserve within the fund rather than as a separate fund.

**Operating Fund:** The Operating Fund shall be funded by monies collected for Water User Rates and shall fund the City's Water Operations and Maintenance Program. The State requires that the City maintain a minimum reserve equivalent to 1/8 of its annual operating budget which is the equivalent of 1.5 months reserve. It is recommended that the City maintain an operating reserve that is equivalent to three months. The City currently has sufficient cash on hand to meet this reserve recommendation. This reserve helps balance cash flows due to lower revenues during winter months.

**Capital Fund:** The Capital fund shall be funded primarily by Water Connection Charges and shall fund expenditures related to the City's Water Capital Improvements Program. Additional funding sources such as grants and loans may supplement connection charges. Also, transfers from the Operating fund should occur to support those capital projects deemed to benefit the existing rate base.

The State requires an Emergency reserve that is equivalent to the City's most vulnerable water system facility component. The City of Black Diamond has an insurance policy which covers the transmission main crossing the Green River (the most vulnerable component of the system), which is sufficient to meet the emergency reserve requirement. In addition to the emergency reserve, the Capital fund should also maintain a reserve based on any outstanding debt service. It is recommended that a capital reserve in the amount of 50% of the annual debt service requirements be maintained in the capital fund.

**Developer Contribution Fund:** The City currently maintains a developer contribution fund (Fund 402 – Water Supply & Facility Fund). It is recommended that this fund be utilized to receive developer contributions for capital projects, but that the contributed funds be transferred to the capital fund as needed in support of the capital project for which the funds were contributed.

### CURRENT RATES

The City's current rates are a flat structure rate and do not promote conservation by the customers. The City of Black Diamond's current user rates are as shown below:

CURRENT RATES			
Meter Size	Meter Rate	Meter Rate per Additional Unit	Commodity Charge per 100 CF
5/8" or 3/4"	\$15.55	\$13.00	\$1.58
1"	\$19.65	\$13.00	\$1.58
1 1/2"	\$21.20	\$13.00	\$1.58
2"	\$37.00	\$13.00	\$1.58
3"	\$44.88	\$13.00	\$1.58
4"	\$84.30	\$13.00	\$1.58

### BUDGET REQUIREMENTS

The following are the projected budget requirements for a three year period. They have been developed based on the City's draft 2009 budget, which includes forecasts for 2010 and 2011. It should be noted that there are significant increases in the projected Operations and Maintenance budget over this time period. A portion of these increases is due to an additional staff person that is projected to be assigned half-time to the water system starting in 2011.

The City of Black Diamond is estimated to have approximately \$1,000,000 in reserve funds between the three existing water funds at the beginning of 2009. It is recommended that the City assign \$81,000 of the existing reserves as the three-month Operations and Maintenance reserve. Unless specified otherwise in the description of the alternatives, the remaining balance of the existing reserve funds are recommended to be placed in the Capital fund to augment the City's water connection charges in paying off debt and funding



capital projects. The revenue generated by these water user rates is intended to fund system operational costs only.

<b>BUDGET REQUIREMENTS</b>			
	<b>2009</b>	<b>2010</b>	<b>2011</b>
Operations, Maintenance, & Administration	\$324,000	\$344,000	\$404,000
Project costs / Transfer to Capital Fund (improve existing deficiencies)	\$0*	\$0*	\$0*
O&M Reserve	\$0 **	\$5,000	\$15,000
Debt Service	\$243,000	\$241,000	\$239,000
Yarrow Bay PWD Reimbursement	-\$36,000***	-\$38,000***	-\$40,000***
<b>TOTAL – O&amp;M FUND REQ.</b>	<b>\$567,000</b>	<b>\$590,000</b>	<b>\$658,000</b>
* Proposed project improvements have been included in the City's Water System Plan (draft). Costs have not been included in the water rate budget requirements as it is recommended that these projects improvements be delayed and be completed as funds are available.			
** The initial O&M reserve balance of \$81,000 recommended to be funded by existing reserve funds and preserved. Amounts shown reflect the necessary annual increase.			
*** The reimbursement for Public Works Director salary expenses is included for informational purposes only. This credit has not been included in the water user rate establishment as it is a temporary credit that will soon expire. It is recommended that these funds be utilized to fund capital projects to address existing deficiencies.			

### USER RATES ANALYSIS

The Municipal Water Law was passed by the Washington State Legislature in 2003 and included language that all municipal water suppliers must use water more efficiently in exchange for water right certainty and flexibility to help them meet future demands. The City of Black Diamond is required to develop and monitor a Water Use Efficiency (WUE) program. One component of the City's Water Use Efficiency Program is to evaluate rate structures that promote water savings.

Several alternative water rates were evaluated for the City of Black Diamond. Details regarding each of the alternatives considered, as well as a summary of projected revenue for each alternative are listed on the following pages:



**Alternative "A" – Debt Service (Fixed Rates & Commodity Rates increase at same percent – Constant increase over 3 years):**

Alternative "A" evaluated a 27% increase in rates for each of the three years. The increase was applied to all components of the user rate calculations (meter rate, meter rate per additional unit, and commodity charges). Alternative "A" meets the City's Operation and Maintenance budget needs and also addresses debt service requirements. It is a "rate predictable" alternative. Alternative "A" does not encourage conservation by the customers.

<b>ALTERNATIVE "A" - 2009</b>			
<b>Meter Size</b>	<b>Meter Rate</b>	<b>Meter Rate per Additional Unit</b>	<b>Commodity Charge per 100 CF</b>
5/8" or 3/4"	\$19.75	\$16.51	\$2.01
1"	\$24.96	\$16.51	\$2.01
1 1/2"	\$26.92	\$16.51	\$2.01
2"	\$46.99	\$16.51	\$2.01
3"	\$57.00	\$16.51	\$2.01
4"	\$107.06	\$16.51	\$2.01

<b>ALTERNATIVE "A" – ANNUAL % INCREASES</b>		
<b>Year</b>	<b>% Increase (Meter Rates)</b>	<b>% Increase (Commodity Charge)</b>
2008 to 2009	27%	27%
2009 to 2010	27%	27%
2010 to 2011	27%	27%

<b>ANTICIPATED REVENUE ANALYSIS – IF CURRENT RATES WERE MAINTAINED FOR THE NEXT THREE YEARS</b>				
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2009 - 2011</b>
Anticipated Revenue	\$354,000	\$366,000	\$379,000	\$1,099,000

<b>ANTICIPATED REVENUE ANALYSIS – ALTERNATIVE "A"</b>				
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2009 - 2011</b>
Anticipated Revenue	\$450,000	\$590,000	\$775,000	\$1,815,000
Budget Requirements	\$567,000	\$590,000	\$658,000	\$1,815,000
Difference	-\$117,000	\$0	\$117,000	\$0

**Alternative "B" – Conservation Rates + Debt Service (Fixed Rates & Commodity Rates increase at same percent – Constant increase over three years):**

Alternative "B" evaluated a tiered commodity rate system to encourage conservation efforts. Base meter rates and rates for additional units increased at the same percentage (23%) as the first tier for commodity charges (0-600 CF). Meter rates and commodity charge rates continue to increase at this same rate for the subsequent two years. Subsequent tiers increase at a 15% increase per tier in order to generate sufficient revenue to fund current debt service payments. It is assumed that existing reserve funds would be utilized to fund debt service costs initially and these monies would be repaid as rate revenues were received.

<b>ALTERNATIVE "B" – 2009 RATES</b>					
<b>Meter Size</b>	<b>Meter Rate</b>	<b>Meter Rate per Additional Unit</b>	<b>Commodity Charge per 100 CF (0-600 CF)</b>	<b>Commodity Charge per 100 CF (601 – 1,200 CF)</b>	<b>Commodity Charge per 100 CF (1,200+ CF)</b>
5/8" or 3/4"	\$19.13	\$15.99	\$1.94	\$2.23	\$2.57
1"	\$24.17	\$15.99	\$1.94	\$2.23	\$2.57
1 1/2"	\$26.08	\$15.99	\$1.94	\$2.23	\$2.57
2"	\$45.51	\$15.99	\$1.94	\$2.23	\$2.57
3"	\$55.20	\$15.99	\$1.94	\$2.23	\$2.57
4"	\$103.69	\$15.99	\$1.94	\$2.23	\$2.57

<b>ALTERNATIVE "B" – ANNUAL % INCREASES</b>		
<b>Year</b>	<b>% Increase (Meter Rates)</b>	<b>% Increase (Commodity Charge – Tier 1)</b>
2008 to 2009	23%	23%
2009 to 2010	23%	23%
2010 to 2011	23%	23%

<b>ALTERNATIVE "B" – COMMODITY CHARGE % INCREASES</b>		
<b>Year</b>	<b>% Increase (Tier 1 to Tier 2)</b>	<b>% Increase (Tier 2 to Tier 3)</b>
2009	15%	15%
2010	15%	15%
2011	15%	15%

<b>ANTICIPATED REVENUE ANALYSIS – ALTERNATIVE "B"</b>				
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2009 - 2011</b>
Anticipated Revenue	\$467,000	\$594,000	\$754,000	\$1,815,000
Budget Requirements	\$567,000	\$590,000	\$658,000	\$1,815,000
Difference	-\$100,000	\$4,000	\$96,000	\$0

Alternative "C" – Conservation Rates + Debt Service (Fixed Rates & Commodity Rates increase at same percent – Constant Increase over three years – Debt service partially subsidized by existing fund balance):

Alternative "C" is similar in structure to Alternative "B", with the exception that \$243,000 of the debt service is assumed to be funded by the existing fund balance over the three year period. This results in an annual increase of 15% in order to generate sufficient funds. Any additional monies, such as revenues for growth beyond that which is assumed, or the funding of the Public Works Director could also be used to help fund the debt service.

ALTERNATIVE "C" – 2009 RATES					
Meter Size	Meter Rate	Meter Rate per Additional Unit	Commodity Charge per 100 CF (0-600 CF)	Commodity Charge per 100 CF (601 – 1,200 CF)	Commodity Charge per 100 CF (1,200+ CF)
5/8" or 3/4"	\$17.88	\$14.95	\$1.82	\$2.09	\$2.40
1"	\$22.60	\$14.95	\$1.82	\$2.09	\$2.40
1 1/2"	\$24.38	\$14.95	\$1.82	\$2.09	\$2.40
2"	\$42.55	\$14.95	\$1.82	\$2.09	\$2.40
3"	\$51.61	\$14.95	\$1.82	\$2.09	\$2.40
4"	\$96.95	\$14.95	\$1.82	\$2.09	\$2.40

ALTERNATIVE "C" – ANNUAL % INCREASES		
Year	% Increase (Meter Rates)	% Increase (Commodity Charge – Tier 1)
2008 to 2009	15%	15%
2009 to 2010	15%	15%
2010 to 2011	15%	15%

ALTERNATIVE "C" – COMMODITY CHARGE % INCREASES		
Year	% Increase (Tier 1 to Tier 2)	% Increase (Tier 2 to Tier 3)
2009	15%	15%
2010	15%	15%
2011	15%	15%

ANTICIPATED REVENUE ANALYSIS – ALTERNATIVE "C"				
	2009	2010	2011	2009 - 2011
Anticipated Revenue	\$437,000	\$519,000	\$616,000	\$1,572,000
Budget Requirements	\$486,000	\$509,000	\$577,000	\$1,572,000
Difference	-\$49,000	\$10,000	\$39,000	\$0

Comparison of Alternatives:

ANTICIPATED REVENUE – RATE ALTERNATIVES				
	2009	2010	2011	2009-2011
"A"	\$450,000	\$590,000	\$775,000	\$1,815,000
"B"	\$467,000	\$594,000	\$754,000	\$1,815,000
"C"	\$437,000	\$519,000	\$616,000	\$1,572,000

COMPARISON OF ALTERNATIVES					
Alternative	Meet O&M Budget Needs	Meet Exist. Deficiency Budget Needs	Max of 10% Increase +/-	Funds Debt Service	Encourage Conservation
"A"	Yes	No	No	Yes	No
"B"	Yes	No	No	Yes	Yes
"C"	Yes	No	No	Yes	Yes

### USER RATE RECOMMENDATIONS

It is recommended that the City of Black Diamond adopt updated water user rates as outlined in Alternative "C" above. Alternative "C" represents a 15% annual increase across the board (meter rates, meter rates per additional units, and commodity charges).

Alternative "C" will provide sufficient revenue from user rates to support the City's project Operations and Maintenance budget needs, as well as to pay off debt. This alternative also promotes conservation with a 15% increase between tiers on the commodity charges.

Alternative "C" does not address funding of projects to address existing system deficiencies. However, none of the alternatives considered generate sufficient revenue. Revenues collected in excess of budget expenses can be dedicated to capital projects and may allow for an opportunity to begin early design or construction of some projects. The City has not raised their rates in quite some time and a larger increase would be required in order to fully fund all system needs. However, due to the financial effects on customers, it is recommended that the City push back some of these improvement projects to later years or utilize reserve funds and adopt these lower rates and continue to adjust the rates as necessary in order to eventually have the water user rates be in line with the budgetary needs.

The revenue assumptions included in this study are conservative in that they assume only residential users with a single meter. In reality, there is a mix of user types which will result in increased revenues due to higher meter rates for larger meter sizes, as well as the additional revenues associated with meter rates for additional units. These conservative assumptions help to offset any reductions in anticipated revenues due to a reduction in water use. A tiered water rate system which encourages conservation could result in a decrease of water use typically in the range of two to five percent.

RECOMMENDED WATER USER RATES – YEAR 2009					
Meter Size	Meter Rate	Meter Rate per Additional Unit	Commodity Charge per 100 CF (0-600 CF)	Commodity Charge per 100 CF (601 – 1,200 CF)	Commodity Charge per 100 CF (1,200+ CF)
5/8" or 3/4"	\$17.88	\$14.95	\$1.82	\$2.09	\$2.40
1"	\$22.60	\$14.95	\$1.82	\$2.09	\$2.40
1 1/2"	\$24.38	\$14.95	\$1.82	\$2.09	\$2.40
2"	\$42.55	\$14.95	\$1.82	\$2.09	\$2.40
3"	\$51.61	\$14.95	\$1.82	\$2.09	\$2.40
4"	\$96.95	\$14.95	\$1.82	\$2.09	\$2.40

### BUDGET ANALYSIS

The water user rates that have been recommended for the City of Black Diamond are adequate to meet anticipated budget expenses as summarized in the following table. It should be noted that the revenue predictions are a conservative estimate and assume that all future growth will be single family residential growth. Any multi-family or commercial growth will result in additional revenue generated. It is recommended that the rates be re-evaluated in the future should actual growth vary greatly from these assumptions.

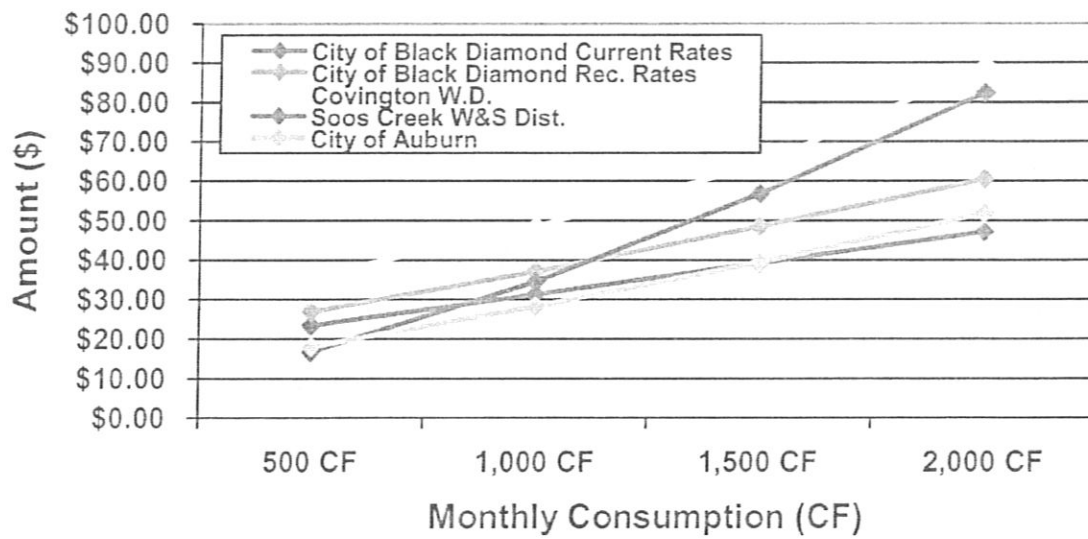
BUDGET EXPENSES VS REVENUE				
Alternative	2009	2010	2011	2009-2011
Operations, Maintenance, & Administration Expenses	\$324,000	\$344,000	\$404,000	\$1,072,000
O&M Reserve funded by Rates*	\$0	\$5,000	\$15,000	\$20,000
Debt Service	\$243,000	\$241,000	\$239,000	\$723,000
<b>Subtotal Expenses</b>	<b>\$567,000</b>	<b>\$590,000</b>	<b>\$658,000</b>	<b>\$1,815,000</b>
Anticipated Revenue	\$437,000	\$519,000	\$616,000	\$1,572,000
Debt Service Revenue funded by Existing Fund Balance	\$130,000	\$71,000	\$42,000	\$243,000
<b>Revenue less Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
*Initial balance of \$81,000 recommended to be funded by existing reserve funds and preserved. The amounts shown reflect the necessary annual increase.				

It is recommended that the City dedicate any excess funds that may be collected from water user rates towards capital project expenses that address existing system deficiencies and are not typically funded by connection charges. Additionally, it is recommended that the temporary Yarrow Bay Reimbursement of the Public Works Director salary be dedicated towards capital project expenses as well. Should a lower amount of revenue be collected than anticipated, these excess funding will also be available to fund Operations and Maintenance expenses if necessary. These funds are able to cover any fluctuations in rate collections.

#### JURISDICTIONAL COMPARISON OF USER RATES

The water user rates that have been recommended for the City of Black Diamond are consistent with rates that have been adopted by nearby jurisdictions of similar size. The City of Black Diamond is in the middle of the range for low consumption users for both the current user rates and the recommended user rates. With the current rates, the City of Black Diamond is at the bottom of the range for high users. With the recommended rates, the City will be in the middle of the range for high users, while still significantly below Covington Water District and Soos Creek Water and Sewer District. The following table provides a comparison of monthly water user rates between a typical single family residential user for various levels of consumption.

<b>JURISDICTIONAL COMPARISON (SFR USER)</b>					
	<b>City of Black Diamond (Current Rates)</b>	<b>City of Black Diamond (Rec. Rates)</b>	<b>Covington Water (Summer Rates)</b>	<b>Soos Creek (Summer Rates)</b>	<b>City of Auburn</b>
<b>Adopted / Recommended Rates</b>					
Meter Base Rate	\$15.55	\$17.88	\$25.00	\$8.85	\$9.08
Consump. Rate for 500 CF	\$1.58	\$1.82	\$2.15	\$1.58	\$1.80
Consump. Rate for 1,000 CF	\$1.58	\$2.09	\$3.15	\$3.56	\$2.21
Consump. Rate for 1,500 CF	\$1.58	\$2.40	\$3.15	\$4.46	\$2.21
Consump. Rate for 2,000 CF	\$1.58	\$2.40	\$5.45	\$5.10	\$2.50
<b>Typical Monthly Bill</b>					
500 CF	\$23.45	\$26.98	\$35.75	\$16.75	\$18.08
1,000 CF	\$31.35	\$37.16	\$48.50	\$34.55	\$28.31
1,500 CF	\$39.25	\$48.54	\$64.25	\$56.85	\$39.36
2,000 CF	\$47.15	\$60.54	\$89.20	\$82.35	\$51.86





**City of Black Diamond  
Post Office Box 599  
Black Diamond, WA 98010**

ITEM INFORMATION			
<b>SUBJECT:</b> <b>Public hearing only on proposed sewer rate increases</b>	<b>Agenda Date: December 2, 2010</b>		<b>AB10-091</b>
	Department/Committee/Individual	Created	Reviewed
	Mayor Rebecca Olness		
	City Administrator –		
	City Attorney –Chris Bacha		
	City Clerk – Brenda L. Martinez		
	Finance – May Miller	X	
	Public Works – Seth Boettcher		
	Economic Devel. – Andy Williamson		
Cost Impact:	Police – Jamey Kiblinger		
Fund Source:	Court – Stephanie Metcalf		
Timeline:	Comm. Dev. – Steve Pilcher		
<b>Attachments: Rate Analysis</b>			
SUMMARY STATEMENT:			
COMMITTEE REVIEW AND RECOMMENDATION:			
RECOMMENDED ACTION: <b>Public hearing only. No action required.</b>			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	
December 2, 2010			

## 407 Wastewater Fund with METRO Increase & NO increase City Rates

	2011 Budget	User Charges	Funding Agreement	Soos Creek and Metro	Fund Balance	Total
<b>REVENUE</b>						
1 Metro Sewer Charges	438,396			438,396		438,396
2 Soos Creek Charges	47,894			47,894		47,894
3 Wastewater City Charges	164,106	164,106				164,106
4 Operating Revenue	650,396	164,106	-	486,290		650,396
5 Other Revenues						
6 Miscellaneous Reimbursements	1,000	1,000				1,000
7 Funding - PW Director Reimburse	55,125		55,125			55,125
8 Investment Interest	400	400				400
9 Total Other Revenue	56,525	1,400	55,125	-		56,525
10 Total Revenue	706,921	165,506	55,125	486,290		706,921
11 Beginning Cash & Investments	93,949				93,949	93,949
12 Total Sources	800,870	165,506	55,125	486,290	93,949	800,870
<b>EXPENDITURES</b>						
13 Salaries and Benefits	163,519					
14 Furlough Days	(1,383)					
15 Total Salaries & Benefits	162,136	107,011	55,125			162,136
16 Office & Operating Supplies, Uniforms	3,200					
17 Allocated Office Supplies, Copies, Postage	6,945					
18 Fuel	2,300					
19 Small Tools	500					
20 Total Supplies	12,945	12,945				12,945
21 Insurance	10,672					
22 Professional Services						
23 Repairs & Maintenance	1,500					
24 Travel, Memberships and Training	1,200					
25 Electricity & Gas	2,100					
26 Utilities	1,130					
27 Telephone & Postage	5,300					
28 Legal Services	16,500					
29 Audit - share of costs	6,250					
30 Cost Allocations	25,465					
31 Taxes Utility	36,150					
32 Taxes B&O	6,000					
33 Total Services & Charges	112,267	112,267				112,267
34 Subtotal Operating Expenses	287,348	232,223	55,125	-		287,348
35 Other Expenses						
36 King County Metro	438,396			438,396		438,396
37 Soos Creek	47,894			47,894		47,894
38 Total Payment Sewer Treatment	486,290			486,290		486,290
39 Total Operating Expenditures	773,638	232,223	55,125	486,290		773,638
40 Other Expenses						
41 Transfer for Equipment-CIP	10,000					10,000
42 Pressure Treatment Plant						
44 Subtotal Other Expenditures	10,000	10,000				10,000
45 Total Expenditures	783,638	242,223	55,125	486,290		783,638
46 Ending Cash & Investments	17,232	(76,717)			93,949	17,232
47 Total Uses	800,870	165,506	55,125	486,290	93,949	800,870

★ 3 MO. Exp = \$72,336 User Charges reflect reductions in Ending C & I reserve of (\$76,717). This leaves the 3 months of reserves short by \$55,104.

**407 Wastewater Fund with METRO rate increase, elimination of Soos Ck charge of \$3.87 per month & applying \$3.87 increase to City share of rate**

	2011 Budget	User Charges	Funding Agreement	Soos Creek and Metro	Fund Balance	Total
<b>REVENUE</b>						
1 Metro Sewer Charges	438,396			438,396		438,396
2 <del>Soos Creek Charges</del>						0
3 Wastewater City Charges	212,006	212,006				212,006
4 Operating Revenue	650,402	212,006	-	438,396		650,402
5 Other Revenues						
6 Miscellaneous Reimbursements	1,000	1,000				1,000
7 Funding - PW Director Reimburse	55,125		55,125			55,125
8 Transfer in from Reserves	7,204	7,204				7,204
9 Investment Interest	400	400				400
10 Total Other Revenue	63,729	8,604	55,125	-		63,729
11 Total Revenue	714,131	220,610	55,125	438,396		714,131
12 Beginning Cash & Investments	93,949				93,949	93,949
13 Total Sources	808,080	220,610	55,125	438,396	93,949	808,080
<b>EXPENDITURES</b>						
14 Salaries and Benefits	163,519					
15 Furlough Days	(1,383)					
16 Total Salaries & Benefits	162,136	107,011	55,125			162,136
17 Office & Operating Supplies, Uniforms	3,200					
18 Allocated Office Supplies, Copies, Postage	6,945					
19 Fuel	2,300					
20 Small Tools	500					
21 Total Supplies	12,945	12,945				12,945
22 Insurance	10,672					
23 Professional Services						
24 Repairs & Maintenance	1,500					
25 Travel, Memberships and Training	1,200					
26 Electricity & Gas	2,100					
27 Utilities	1,130					
28 Telephone & Postage	5,300					
29 Legal Services	16,500					
30 Audit - share of costs	6,250					
31 Cost Allocations	25,465					
32 Taxes Utility	36,150					
33 Taxes B&O	6,000					
34 Total Services & Charges	112,267	112,267				112,267
35 Subtotal Operating Expenses	287,348	232,223	55,125	-		287,348
36 Other Expenses						
37 King County Metro	438,396			438,396		438,396
38 <del>Soos Creek</del>						
39 Total Payment Sewer Treatment	438,396			438,396		438,396
40 Total Operating Expenditures	725,744	232,223	55,125	438,396		725,744
41 Other Expenses						
42 Transfer for Equipment-CIP	10,000					10,000
43 Pressure Treatment Plant						
44 Manhole Rehabilitation						
45 Subtotal Other Expenditures	10,000	10,000				10,000
46 Total Expenditures	735,744	242,223	55,125	438,396		735,744
47 Ending Cash & Investments	72,336	(21,613)			93,949	72,336
48 Total Uses	808,080	220,610	55,125	438,396	93,949	808,080

★ Rate increase reduces shortfall in ending C & I reserve from (\$76,717) to (\$21,613) for 2011 and maintains 3 months of expenditures of \$72,336.

This does not include rates for user charges to cover the two funding agreement positions at \$55,124 which would require an additional 26% increase.

**Summary of Loans from Wastewater to other Funds  
and repayment schedule**

Fund Receiving	Orig Loan Amount	2011	2012	2013	2014	2015	2016	Total 2011-2016
Police Records	\$200,000	\$42,000	\$42,000	\$42,000	\$0	\$0	\$0	\$126,000
Stormwater	\$100,000	\$20,400	\$20,400	\$20,400	\$0	\$0	\$0	\$61,200
Stormwater	\$50,000	\$10,200	\$10,200	\$10,200	\$10,200			\$40,800
Total Storm		\$30,600	\$30,600	\$30,600	\$10,200			\$102,000
Water for Meters	\$230,000	\$48,300	\$48,300	\$48,300	\$48,300	\$48,300	\$0	\$241,500
Total Prin & Intest by Yr to Wastewater		\$120,900	\$120,900	\$120,900	\$58,500	\$48,300	\$0	\$469,500

Wastewater Capital Reserve Bal

Before Payment 675699

After Payments

\$796,599 \$917,499 \$1,038,399 \$1,096,899 \$1,145,199

mm/11/17/10

# CITY COUNCIL AGENDA BILL

City of Black Diamond  
Post Office Box 599  
Black Diamond, WA 98010

ITEM INFORMATION			
<b>SUBJECT:</b>  <b>Public Hearing for proposed 2011 Budget</b>	<b>Agenda Date: November 29, 2010</b>		<b>AB10-092</b>
	Department/Committee/Individual	Created	Reviewed
	Mayor Rebecca Olness		
	City Administrator –		
	City Attorney – Chris Bacha		
	City Clerk – Brenda L. Martinez		
	Finance – May Miller	<b>X</b>	
	Public Works – Seth Boettcher		
	Economic Devel. – Andy Williamson		
Cost Impact			
Fund Source:			
Timeline:			
<b>Attachments: 2011 Proposed Budget</b>			
<p><b>SUMMARY STATEMENT:</b>            Tonight is the first public hearing for the proposed Final 2011 Budget. The Preliminary 2011 Budget has been filed with the City Clerk and is available to the Public. Mayor Olness' Proposed Preliminary Budget is balanced and includes an increase of \$21,289 to General Fund Fund Balance.</p> <p>A workstudy session is being held November 29, 2010 to review possible rate increases to the Water and Wastewater Utility Funds. The preliminary 2011 budget as presented tonight does not include those changes, which would need to be added to the Final budget. In addition a few other minor changes will need to be included in the Final Budget Document.</p> <p>In the General Fund, there is an estimated increase in property tax of approximately \$8,133, restoring the Liquor Board Profit revenue by \$13,000 (Referendum failed), and increasing the Water Utility Tax revenue if water rates increase. Also a General Fund expenditure savings of approximately \$7,200 plus the increased revenue will provide an overall increase of \$37, 333 more to be added to the preliminary ending fund balance of \$21,289 for a total ending fund balance of \$58,622.</p>			
<p><b>COMMITTEE REVIEW AND RECOMMENDATION:</b> Workstudy sessions were held on September 30, October 14 and October 28, 2010. A Public Hearing was held November 29, 2011 on the Property Tax Levy for 2011, and for the First Public Hearing on the Preliminary 2011 Budget. The Final Public Hearing on the 2011 Budget will be held December 2, 2010. Council is expected to adopt the Final 2011 Budget at their December 16, Council meeting</p>			
<p><b>RECOMMENDED ACTION: Public hearing only. No action required.</b></p>			
<b>RECORD OF COUNCIL ACTION</b>			
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>	
December 2, 2010			

City of Black Diamond

# 2011 Preliminary Budget



*Railroad Avenue Reconstruction - Completed July 2010*

**November 23, 2010**

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# CITY OF BLACK DIAMOND

24301 Roberts Drive ~ PO Box 599  
Black Diamond, WA 98010

Phone: (360) 886-2560  
Fax: (360) 886-2592

November, 2010

Dear Honorable Black Diamond City Council Members and Citizens:

I am pleased to present you with a balanced budget for 2011. Although we have preserved essential core services and completed several projects, we did not use any fund balance in 2010. With the current economic outlook, we must strive to build our fund balance knowing that 2012 may be an even bigger budgetary challenge. This budget was formulated assuming that both liquor initiatives (1100 & 1105) would pass. It now appears that both failed. If that is the case, we will receive an additional \$13,000 revenue in 2011 which will go to the reserve fund. Any savings or unspent revenue will be put into the reserve fund unless there is an emergency.

The Preliminary 2011 Budget has expected General Fund revenue of \$4,544,963, a budget decrease of \$440,505 which does not include fund balance. This reduction is primarily due to the completion of the developer funded Master Planned Development Environmental Impact Statement last year but also includes reduced revenue due to utility taxes, state sales tax to cities, permitting and land use fees, police traffic school fees and court fees.

General Fund expenditures have been reduced by \$506,407 which includes the reduction due to the completion of the developer funded Master Planned Development Environmental Impact Statement last year and other reductions as a result of the freeze on the Police Commander and one officer positions and the City Administrator position. All departments were asked to reduce their budgets which they did. No COLAs will be given to non-represented employees. Management volunteered to again forego any non-union step increases but, recognizing the importance of keeping valuable and knowledgeable employees with history and continuity with the City, requested that their support staff be given a step increase when appropriate since no one received increases in 2010. Furlough days were reduced from thirteen (13) to five (5) for non-union, non-Civil Service and utility employees. City Hall will be closed those five days in 2011, on July 5, September 2, October 10, December 23, and December 30. There was an increase in expenditures because of the new Animal Control Agreement we have with King County and the requirement to for EMS Management. Fortunately, reductions have offset these increases.

In late 2008, Association of Washington Cities notified members that Regence Plan A and Plan B medical plans will be terminated on January 1, 2012. Since Regence Plan B is one of the medical insurance plans the City offers employees, staff was directed to review options for the City and make recommendations for a replacement plan. With the economy in recession and the revenue shortfall the City is experiencing, it was decided to target January 1, 2011 as the start date for participation in the new plan. At the current level of staffing, savings across all funds realized by the City after switching to the recommended medical

plan is approximately \$34,000. Also, new to this year's budget is a change to employee premium sharing. The proposed budget provides that the City will provide 100% of the premium cost for all non-represented employees and 75% percent of the premium cost for dependent coverage, for additional savings.

The City operates three utilities: Wastewater (sewer), Water and Stormwater. The Stormwater Utility was adopted in 2009 and provides funding to be in compliance with state and federal mandates. As part of a Department of Ecology Stormwater Grant, all catch basins in the City were cleaned this year. For the Water Fund, we are continuing the installation of new water meters as well as other needed maintenance. Work on the Infiltration and Inflow Reduction Program (Wastewater) will begin in the Spring of 2011. Because of decreased Utilities Fund balance and increased costs, all rates will be reviewed by Council in December of this year.

In addition to the three utilities, the Public Works Department also manages City streets and roads. Street projects completed in 2010 include Railroad Avenue (Transportation Improvement Board Grant), Morgan Street Sidewalk (Community Development Block Grant; Transportation Improvement Grant) and the 232<sup>nd</sup> Street Overlay (Transportation Improvement Grant). We also purchased a used dump truck. Because of the increased work load in Public Works, a new position of Public Works Administrative Assistant III was established. This position was filled in August, 2010.

I continue to be impressed by the hard work and expertise of all staff and the support of Council and our citizens. 2010 has been an extremely busy year for all of us and some major decisions have been made which will affect the future of our City. I want to take this opportunity to thank everyone for their continued support.



Rebecca Olness, Mayor  
City of Black Diamond



# City of Black Diamond Preliminary Budget 2011

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

Black Diamond incorporated in 1959, but has had a much longer history as a historic town in Washington. 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 operations on the West Coast. Some historic buildings retain their original locations. In 2010, Black Diamond's historic Railroad Avenue was updated and refurbished making a great improvement to the Historic Museum and Black Diamond Bakery area.

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 4,190 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 Preliminary Budget 2011

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.



Preston Bradbury, Black Diamond's 2010 Chief for a Day



## City of Black Diamond Final Budget 2011

### ***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 keeps 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.

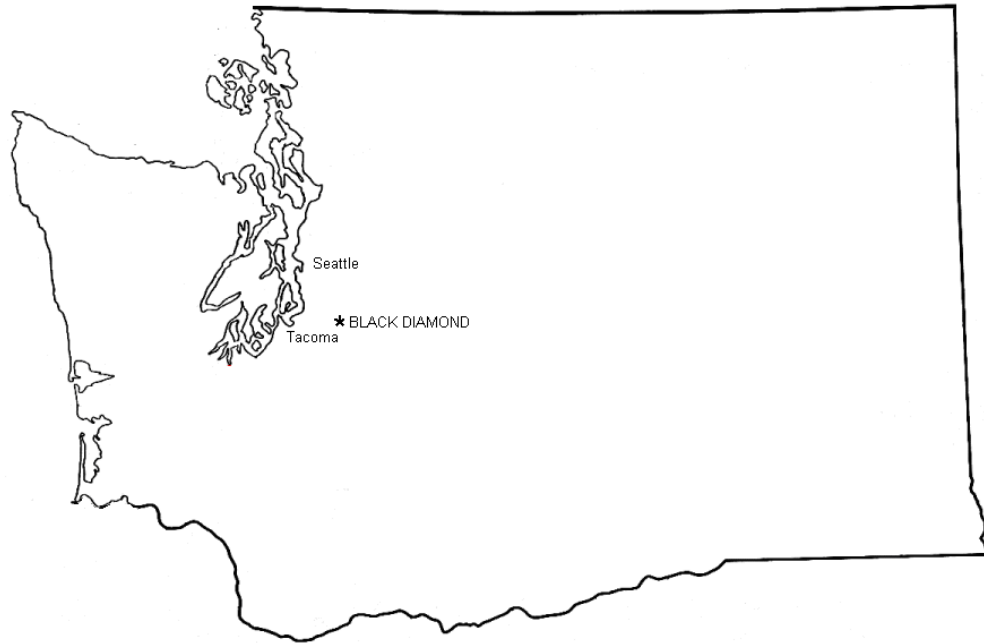


*Labor Day 2010*



## City of Black Diamond Final Budget 2011

### Washington State



Black Diamond is located at 47°19'4"N 122°0'53"W 47.31778°N 122.01472°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.



Railroad Avenue Ribbon Cutting Ceremony July 2010





## City of Black Diamond Final Budget 2011

### Black Diamond Vision Statement

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)
- 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



## City of Black Diamond Preliminary Budget 2011

### 2011 Black Diamond City Council and Mayor Rebecca Olness



William Saas    Leih Mulvihill    Mayor Rebecca Olness    Bill Boston    Kristine Hanson    Craig Goodwin

#### **Mayor**

Rebecca Olness

Four-year term expiring 12/31/13

#### **Council Members**

##### **Position 1**

Kristine Hanson

Four-year term expiring 12/31/11

##### **Position 2**

Craig Goodwin

Four-year term expiring 12/31/13

##### **Position 3**

Bill Boston

Four-year term expiring 12/31/11

##### **Position 4**

William Saas

Four-year term expiring 12/31/13

##### **Position 5**

Leih Mulvihill

Four-year term expiring 12/31/11



## City of Black Diamond Preliminary Budget 2011

### 2011 City Council Committees

In addition to serving on the City Council, Council members also serve on Council committees for the City of Black Diamond based on their interests. They may also choose to serve on any number of intergovernmental committees. The committees meet on an as-needed basis to hear issues in each topic area. Council members provide recommendations to the full Council. Such recommendations are advisory only and any actions are made by the Council in open public meetings.

#### **Budget, Finance and Administration Committee**

Council Member Kristine Hanson  
Council Member Craig Goodwin

The Budget, Finance and Administration Committee in conjunction with City Staff, may consider matters related to the financial issues of the City, including the annual and capital budgets, revenues and expenditures, sales of bonds, general fiscal and financial conditions, voucher approval, rates and fees, audit and operations of the City, including but not limited to, facilities and properties, computerization, periodic budget and financial reports and policy matters related to personnel in coordination with the Finance and Administration Departments.

#### **Cemetery/Parks Committee**

Council Member Craig Goodwin  
Council Member William Saas

The Parks and Cemetery Committee, in conjunction with City Staff, may consider matters related to planning and implementation of park and recreational

facilities, capital improvement program, trails and cemetery.

#### **Planning and Community Service Committee**

Council Member Bill Boston  
Council Member Leih Mulvihill

The Planning and Community Services Committee, in conjunction with City staff, may consider matters of a non-quasi-judicial nature related to community growth and development, including but not limited to planning of the physical, economic, aesthetic and social development of the City, comprehensive plan, zoning code and housing, annexation policies and code enforcement. This committee may also consider matters not included in other committee's scopes of authority.

#### **Public Safety Committee**

Council Member Bill Boston  
Council Member Leih Mulvihill

The Public Safety Committee, in conjunction with City Staff, may consider issues related to the public health, safety and welfare of the citizens of Black Diamond including but not limited to, law enforcement, fire safety, court, hazardous materials, animal control, special events and emergency services.

#### **Public Works Committee**

Council Member Kristine Hanson  
Council Member William Saas

The Public Works Committee, in conjunction with City Staff, may consider matters related to water, sewer, solid waste, recycling, utility franchises, stormwater management, transportation, capital improvement program, transit, streets, street lighting, signalization and street local improvement.

# Budget Summary



*Lake Sawyer, Black Diamond WA*





# City of Black Diamond Preliminary Budget 2011

## Executive Summary

### ***Revenue***

General city operations include operations of police, fire, municipal court, community development, permitting and internal services such as finance. Unrestricted funds, such as general taxes, fees and charges support the provision of those services to the citizens of Black Diamond.

Locally levied taxes represent 64.7% of Black Diamond's General Fund revenues. Taxes include real and personal property tax, local sales tax, utility taxes, real estate excise taxes and gambling taxes.

Property taxes are assessed and collected by the King County Tax Assessor's office. The great majority of property taxes go to fund schools and, to a lesser degree, King County. Property taxes have been increased due to the new property tax levy voted in April 27<sup>th</sup>, 2010 by citizens. The new property mil rate is \$2.57 per each \$1,000 in property value as assessed by King County. In 2011 approximately \$1,375,687 in property taxes will be collected. The final amount will not be known until the County sets the assessed valuation in December 2010.

Sales taxes, utility taxes and other taxes constitute a much smaller portion of the General Fund revenues. Retail sales and use taxes are dependent on retail sales of products and services in Black Diamond as well as construction. For every \$100 spent in Black Diamond \$8.60 is collected and is shared by various jurisdictions. Less than 10% of the total dollars collected comes back to the City. Sales tax revenues are budgeted at \$270,000 for 2011.

Black Diamond also levies a 6% tax on telephone, telegraph, electrical energy, natural gas, solid waste, water, sanitary sewer and stormwater services, and 1% on cable services. The 2011 budget includes \$476,200 in utility tax revenue, a decrease from 2010 due to less electric utility tax projected. All utility taxes received are used to fund public safety.

The City of Black Diamond collects taxes on gambling activities as allowed by the State of Washington. Currently, the City receives gambling taxes on pull-tabs and punchboards and other amusement devices. The amount of \$4,500 is anticipated for 2011. This is also used to support public safety programs.

Licenses and permits, intergovernmental revenue, charges for services, fines and forfeitures, miscellaneous revenue and the Funding Agreement make up the remainder of the City's revenue sources.

Business Licenses are designed to cover the cost of administration, inspection and other services for occupations, trades and activities regulated by the City. Due to the downturn in the economy, 2011 business license revenue is projected to decrease 5% to \$25,600. Cable franchise fees at 5% are expected to contribute \$55,500 this year, and guns and fingerprinting revenue is forecast at \$1,200.



# City of Black Diamond Preliminary Budget 2011

## Executive Summary, cont.

Land use and permitting fees are fees associated with community development. Due to the recent downturn in the economy, a major slowdown of home building and improvements has taken hold on the area. The revenue projected in 2011 is a conservative \$66,000.

Intergovernmental revenues include 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 \$38,806 for liquor excise tax and profits, \$91,500 for motor vehicle fuel tax, \$53,511 for King County Emergency Medical Services revenue and \$45,200 for miscellaneous state and federal grants. Black Diamond also receives local government assistance funds that provide ongoing State financial support to cities with a low sales tax base. \$51,865 is expected in this revenue source.

Charges for services cover a multitude of City functions, including records services, copies of maps, publications and other documents and passport fees. Miscellaneous charges for 2011 have been estimated at \$32,000. Parking at Lake Sawyer boat launch is forecast to be \$16,000, and Police Traffic School is expected to bring in \$20,000 in 2011.

Fines and forfeitures represent the City's portion collected on citations and other Municipal Court fees. The amount is projected at \$135,000 for 2011.

Miscellaneous revenues include \$1,700 of interest on investments, \$1,500 for the sale of surplus equipment, and \$3,500 forecast for other miscellaneous revenue.

The City of Black Diamond's budget also includes revenues from a developer funding agreement approved by the City Council in mid-2007. The agreement provides for up to \$2 million per year for City staffing costs plus associated funding for various capital outlays and consultant fees. General Fund revenues from the funding agreement are estimated at \$1,466,851 for 2011, and one time only MPD (Master Planned Development) revenue at \$235,000.

Special Revenue Funds in the budget are limited to uses designated by State law. The City of Black Diamond has established a fund for collection of the real estate excise tax. The tax is authorized by RCW 82.02.020. The tax is levied at two quarter-of-a-percent rates on the sales price of real estate. State law restricts the usage of those revenues specifically to certain capital projects outlined in approved capital plans. For 2011, the City estimates each ¼ percent of REET revenue at \$30,000.

The City of Black Diamond also operates sewer, water and stormwater utilities. Utilities operate separately from the General Fund budget as Enterprise Funds with revenues flowing from rate charges and fees. Sewer revenues for 2011 are estimated at \$756,921 which includes a METRO increase of \$60,896, water revenues at \$592,225 plus developer debt reimbursement of \$686,446 equaling \$1,278,671, and stormwater revenue at \$324,274. The Stormwater rate will increase from \$11.50 to \$13.00 monthly approved by City Council in 2009.



# City of Black Diamond Preliminary Budget 2011

## Executive Summary, cont.

### ***Expenditures***

Just as the City of Black Diamond must document projected revenue, it must document how it will expend funds. In Washington cities, expenditures (uses) can never exceed projected revenues (sources). Each fund must balance independently. State law requires the City of Black Diamond to establish and maintain a balanced budget. Therefore, sources and uses for all funds 2011 are budgeted at \$11,042,293.

The Black Diamond City Council has clearly made maintaining efficiency and effectiveness of municipal services at the lowest possible cost to taxpayers a primary objective. This fiscal prudence is reflected in current projected expenditures.

The majority of the General Fund expenditures fund Public Safety services—Police, Fire, Prosecuting Attorney and Municipal Court. Together, those services comprise \$2,412,060 or 53% of General Fund expenditures, or 85% of the General Fund when factoring out funding positions.

In 2011, the City Council froze hiring of one Police Officer position, the City Administrator position, and is continuing to freeze the Police Commander position. An Administrative Assistant 3 position was added as a Funding position to Public Works in 2010 to assist in technical analysis and reporting. Another funding position, an associate planner was converted from contract to regular status.

All departments were asked to make cuts to their budgets. The City changed health insurance plans bringing down costs for 2011 and furlough days have been cut to 5 from 13. During those five days City Hall will be closed. There were no cost of living adjustments for non-commissioned police employees and management agreed to forgo step increases in 2011. These efforts helped to bring the budget into balance for the upcoming year.

### ***Street***

As a Special Revenue Fund, the Street Fund is primarily supported by gas tax revenues, grants and right-of-way permits. Funding for 2011 includes \$91,500 in gas tax revenue and \$5,000 in right-of-way permits. Transfers in to the reserve fund for street equipment replacement totals \$40,325, which will add to the \$179,295 balance from 2010. A slope mower, used 2 – 3 ton utility truck and new radios for utility vehicles are planned to be purchased in 2011 from the PW Equipment Replacement Fund bringing down the reserve by \$105,000.

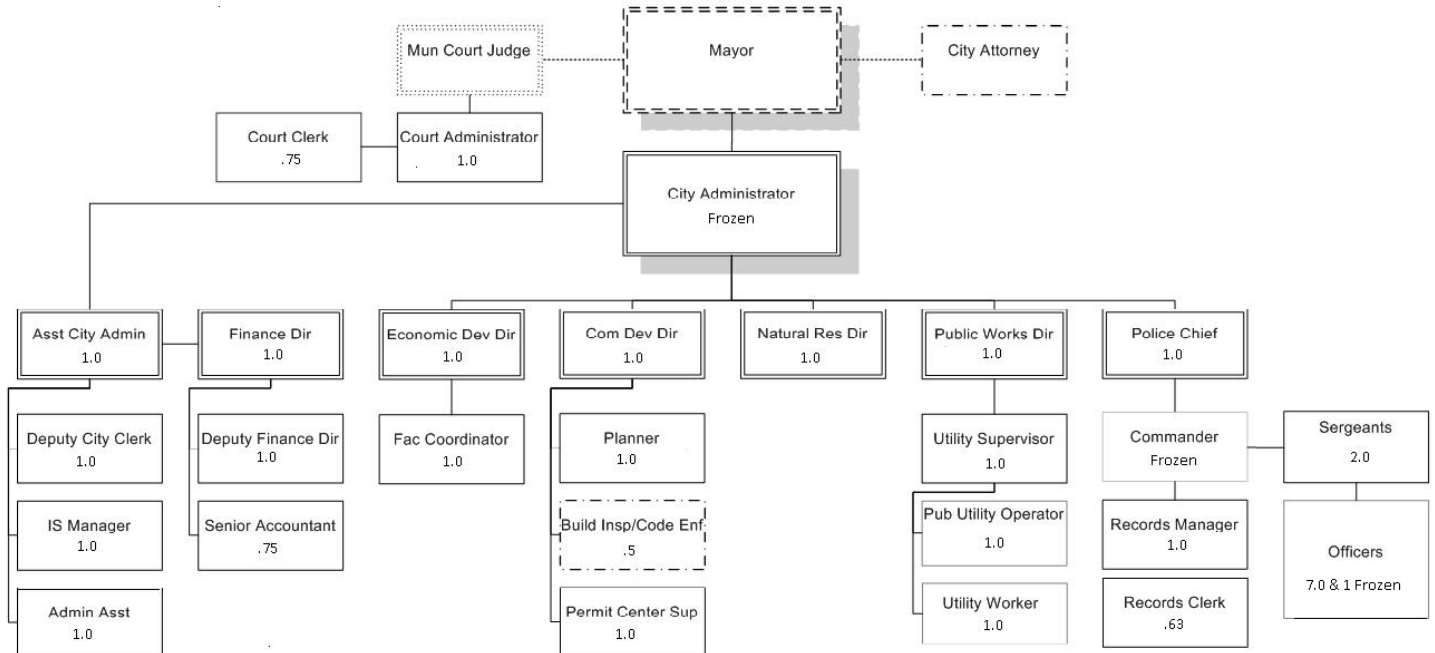




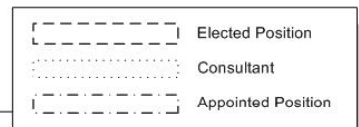


# City of Black Diamond Preliminary Budget 2011

## City of Black Diamond Departmental Organization



Note: Black Diamond is served by King County Fire District #44



2010 Employee Summer Picnic at Lake Sawyer

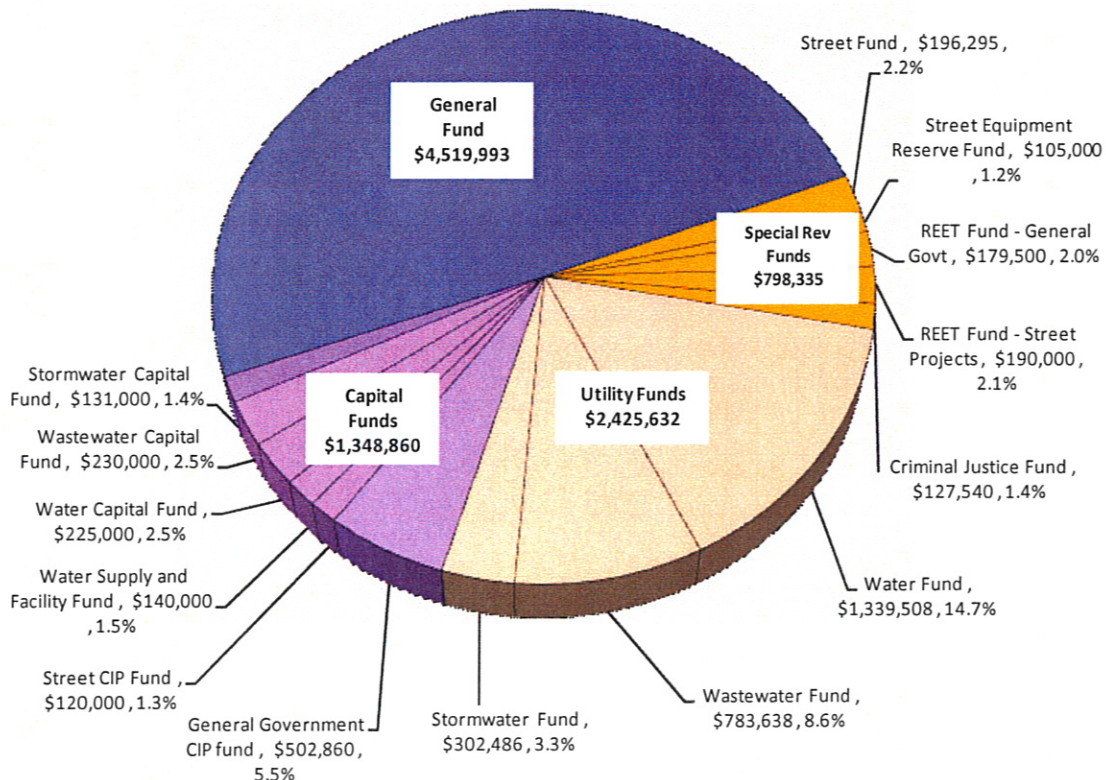


## City of Black Diamond Preliminary Budget 2011

### All Funds Budget Summary - Combined Operating Statement

	Beginning Fund Balance	2011 Revenue	Total Sources	2011 Expend- itures	Ending Fund Balance	Total Uses
General Fund 001	367,443	4,544,963	4,912,406	4,519,993	392,413	4,912,406
Special Revenue Funds			-			-
002 Fire Equipment Reserve Fund	33,660	200	33,860	-	33,860	33,860
101 Street Fund	348,850	163,138	511,988	196,295	315,693	511,988
102 Street Equipment Reserve Fund	179,295	40,325	219,620	105,000	114,620	219,620
104 REET Fund - General Govt	393,511	101,600	495,111	179,500	315,611	495,111
105 REET Fund - Street Projects	538,237	33,500	571,737	190,000	381,737	571,737
122 Criminal Justice Fund	70,288	91,250	161,538	127,540	33,998	161,538
Utility Funds			-			-
401 Water Fund	133,745	1,278,671	1,412,416	1,339,508	72,908	1,412,416
407 Wastewater Fund	93,949	756,921	850,870	783,638	67,232	850,870
410 Stormwater Fund	49,262	324,274	373,536	302,486	71,050	373,536
Capital Funds			-			-
310 General Government CIP fund	-	502,860	502,860	502,860	-	502,860
320 Street CIP Fund	-	120,000	120,000	120,000	-	120,000
402 Water Supply and Facility Fund	29,939	140,000	169,939	140,000	29,939	169,939
404 Water Capital Fund	601,309	1,000	602,309	225,000	377,309	602,309
408 Wastewater Capital Fund	675,699	121,650	797,349	230,000	567,349	797,349
410 Stormwater Capital Fund		131,000	131,000	131,000		131,000
<b>Grand Total All Funds</b>	<b>3,515,187</b>	<b>8,351,352</b>	<b>11,866,539</b>	<b>9,092,820</b>	<b>2,773,719</b>	<b>11,866,539</b>

### Total Expenditures \$9,092,820



2011 Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Waste water Fund	Storm water Fund
<b>Municipal Court</b>							
Court Administrator	1.00		1.00				
Court Clerk	0.75		0.75				
<b>Total Court</b>	<b>1.75</b>		<b>1.75</b>				
<b>Administration</b>							
City Administrator, (Frozen & Unfunded)	1.00						
City Clerk/Asst City Administrator	1.00	1.00					
Admin Assistant I	1.00		0.10		0.3	0.3	0.3
<b>Total Administration</b>	<b>3.00</b>	<b>1.00</b>	<b>0.1</b>		<b>0.3</b>	<b>0.3</b>	<b>0.3</b>
<b>City Clerk</b>							
Deputy City Clerk	1.00		0.60	0.04	0.12	0.12	0.12
<b>Total City Clerk</b>	<b>1.00</b>		<b>0.6</b>	<b>0.0</b>	<b>0.1</b>	<b>0.1</b>	<b>0.1</b>
<b>Finance Department</b>							
Finance Director	1.00	1.00					
Deputy Finance Director	1.00	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	1.00	1.00					
<b>Total Information Services</b>	<b>1.00</b>	<b>1.00</b>					
<b>Police Department</b>							
Police Chief	1.00		1.00				
Police Commander - (Frozen & Unfunded)	1.00						
Sergeant	2.00		2.00				
Police Officer (1 Frozen & Unfunded)	8.00		7.00				
Police Records Coordinator	1.00		1.00				
Police Clerk	0.63		0.63				
<b>Total Police Department</b>	<b>13.63</b>		<b>11.63</b>				
<b>Community Development</b>							
Community Development Director	1.00	1.00					
Code Enforcement/Bldg Inspector	0.50	0.30	0.20				
MPD Associate Planner	1.00	1.00					
Permit Technician Supervisor	1.00	1.00					
<b>Total Community Development</b>	<b>3.50</b>	<b>3.30</b>	<b>0.20</b>				
<b>Economic Development</b>							
Econ Development Director	1.00	1.00					
<b>Total Economic Development</b>	<b>1.00</b>	<b>1.00</b>					
<b>Facilities Department</b>							
Facilities Equipment Coordinator	1.00	1.00					
<b>Total Facilities</b>	<b>1.00</b>	<b>1.00</b>					
<b>Stewardship</b>							
Stewardship Director	1.00	1.00					
<b>Total Stewardship</b>	<b>1.00</b>	<b>1.00</b>					
<b>Public Works</b>							
Public Works Director - Funding	1.00		0.10	0.15	0.25	0.25	0.25
Utilities Supervisor	1.00		0.10	0.15	0.25	0.25	0.25
Admin Assistant III- Funding	1.00			0.25	0.25	0.25	0.25
Utility Worker	1.00		0.10	0.15	0.25	0.25	0.25
Utilities Operator	1.00		0.10	0.15	0.25	0.25	0.25
Seasonal Help for Parks	0.42		0.04	0.06	0.10	0.10	0.10
Funding - Utilities		2.00	-0.10	-0.40	-0.50	-0.50	-0.50
<b>Total Public Works</b>	<b>5.42</b>	<b>2.00</b>	<b>0.34</b>	<b>0.51</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>
<b>Grand Total Budget Positions</b>	<b>35.05</b>	<b>12.30</b>	<b>15.07</b>	<b>0.58</b>	<b>1.36</b>	<b>1.36</b>	<b>1.36</b>
Less Frozen and Unfunded	-3.0						
<b>Actual Funded Positions</b>	<b>32.05</b>						



# General Fund



*National Night Out 2010*



## City of Black Diamond Preliminary Budget 2011

### General Fund Summary

	2010 Budget	2011 Budget	Chg \$ 2010- 2011	Change %
<b>REVENUE</b>				
Taxes	1,759,399	2,126,387	366,988	20.9%
Business License, Cable Franchise Fees and Misc.	83,800	82,300	(1,500)	-1.8%
Land Use and Permitting Fees	87,000	66,000	(21,000)	-24.1%
Intergovernmental Revenue	267,440	189,382	(78,058)	-29.2%
Charges for Service	204,028	175,533	(28,495)	-14.0%
Court Fines and Fees	165,000	135,000	(30,000)	-18.2%
Miscellaneous Revenue	116,300	96,700	(19,600)	-16.9%
<b>Subtotal Operating Revenue</b>	<b>2,682,967</b>	<b>2,871,302</b>	<b>188,335</b>	<b>7.0%</b>
Funding Agreement	1,446,834	1,438,661	(8,173)	-0.6%
Master Plan Dev and Environ Impact Statement EIS	855,667	235,000	(620,667)	-72.5%
<b>Subtotal Total Revenue</b>	<b>4,985,468</b>	<b>4,544,963</b>	<b>(440,505)</b>	<b>-8.8%</b>
Beginning Fund Balance	354,527	367,443	12,916	3.6%
<b>Total General Fund Sources</b>	<b>5,339,995</b>	<b>4,912,406</b>	<b>(427,589)</b>	<b>-8.0%</b>
<b>EXPENDITURES</b>				
Executive	14,434	14,330	(104)	-0.7%
Legislative	12,592	12,603	11	0.1%
Administration	255,382	150,727	(104,655)	-41.0%
City Clerk	71,765	66,074	(5,691)	-7.9%
Finance	262,330	280,513	18,183	6.9%
Information Services	136,169	142,130	5,961	4.4%
Legal	100,600	104,000	3,400	3.4%
Municipal Court	231,395	231,675	280	0.1%
Police Department	1,507,673	1,703,027	195,354	13.0%
Emergency Preparedness		5,000	5,000	100.0%
Fire Department	461,240	432,110	(29,130)	-6.3%
Community Development	406,280	386,927	(19,353)	-4.8%
Natural Resources	160,139	160,437	298	0.2%
Economic Development	137,365	142,111	4,746	3.5%
Facilities	96,613	98,580	1,967	2.0%
Parks	60,311	69,825	9,514	15.8%
Cemetery	15,123	17,425	2,302	15.2%
Animal Control		16,025	16,025	100.0%
Central Services and Employee Recognition	31,879	36,474	4,595	14.4%
<b>Subtotal Operating Expenditures</b>	<b>3,961,290</b>	<b>4,069,993</b>	<b>108,703</b>	<b>2.7%</b>
Studies, Funding and Deposits	1,065,110	450,000	(615,110)	-57.8%
<b>Subtotal GF Expenditures</b>	<b>5,026,400</b>	<b>4,519,993</b>	<b>(506,407)</b>	<b>-10.1%</b>
Ending Fund Balance	313,595	392,413	78,818	25.1%
<b>Total General Fund Expenditures</b>	<b>5,339,995</b>	<b>4,912,406</b>	<b>(427,589)</b>	<b>-8.0%</b>



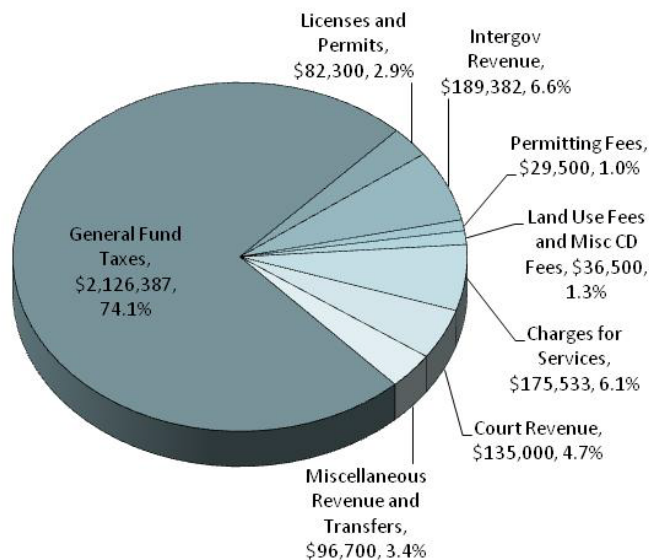
## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund Revenue Sources

Total General Fund revenue sources are estimated at \$4,544,963 for 2011. The following chart reflects the 2011 General Operating Revenue budget of \$2,871,302. This is an increase of \$188,335 or 7% above 2010's Amended Budget. A pie chart on the last page of this section includes all General Fund revenue sources.

2011 General Fund Revenue Sources - Summary						
	2009 Actual	2010 Budget	Estimated 2010 Yearend	2011 Budget	10 to 11 Bdgt Change	% Budget Change
General Fund Taxes	1,728,092	1,759,399	1,709,799	2,126,387	366,988	20.9%
Licenses and Permits	81,945	83,800	82,200	82,300	(1,500)	-1.8%
Intergovernmental Revenue	227,285	267,440	260,941	189,382	(78,058)	-29.2%
Comm Dev. Permitting Revenue	23,264	32,800	23,580	29,500	(3,300)	-10.1%
Land Use Fees, Deposits & Misc. CD Rev	36,171	54,200	22,570	36,500	(17,700)	-32.7%
Charges for Services	185,595	204,028	147,827	175,533	(28,495)	-14.0%
Court Revenue	161,663	165,000	132,000	135,000	(30,000)	-18.2%
Miscellaneous Revenue and Transfers	139,140	116,300	109,900	96,700	(19,600)	-16.9%
<b>Total Operating Revenue</b>	<b>2,583,155</b>	<b>2,682,967</b>	<b>2,488,817</b>	<b>2,871,302</b>	<b>188,335</b>	<b>7.0%</b>
Funding Agreement	1,165,416	1,446,834	1,366,834	1,438,661	(8,173)	-0.6%
MPD, SEPA Reimb, Studies and Deposits	1,114,558	855,667	1,286,344	235,000	(620,667)	-72.5%
<b>Total Other Revenue</b>	<b>2,279,973</b>	<b>2,302,501</b>	<b>2,653,178</b>	<b>1,673,661</b>	<b>(628,840)</b>	<b>-27.3%</b>
<b>General Fund Total Revenue</b>	<b>4,863,128</b>	<b>4,985,468</b>	<b>5,141,995</b>	<b>4,544,963</b>	<b>(440,505)</b>	<b>-8.8%</b>
Beginning Fund Balance - Funding	404,901					
Beginning Fund Balance	556,482	354,527	354,527	367,443	12,916	3.6%
<b>Total Sources</b>	<b>5,824,511</b>	<b>5,339,995</b>	<b>5,496,522</b>	<b>4,912,406</b>	<b>(427,589)</b>	<b>-8.0%</b>

2011 General Fund Operating Revenue



Total \$2,871,302



## City of Black Diamond Preliminary Budget 2011

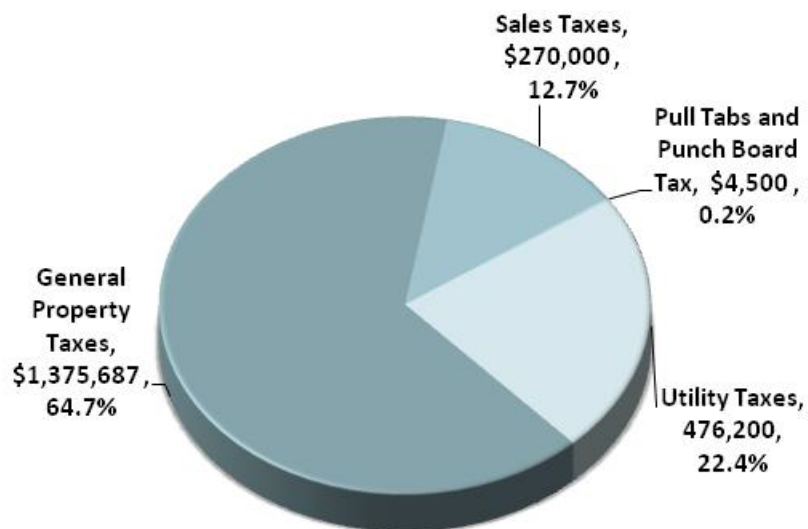
### 2011 General Fund Revenue Sources

#### General Fund Taxes

Locally levied taxes represent Black Diamond's largest portion of revenues of \$2,126,387 or 74.1% 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 \$378,788 or 38% is anticipated in 2011 due to the Public Safety Voted Levy in 2011. This is slightly offset by a \$34,150 reduction in forecasted electric utility tax collections.

2011 Revenue - General Fund Taxes						
	2009 Actual	2010 Budget	Estimated 2010 Yearend	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>General Fund Taxes</b>						
General Property Taxes	978,630	996,899	976,899	1,375,687	378,788	38.0%
Sales Taxes	249,526	250,000	270,000	270,000	20,000	8.0%
B & O Tax			2,500	0	0	
Utility Taxes	497,503	510,350	455,900	476,200	(34,150)	-6.7%
Pull Tabs and Punch Board Tax	2,433	2,150	4,500	4,500	2,350	109.3%
<b>Total General Fund Taxes</b>	<b>1,728,092</b>	<b>1,759,399</b>	<b>1,709,799</b>	<b>2,126,387</b>	<b>366,988</b>	<b>20.9%</b>

#### 2011 General Fund Taxes



Total \$2,126,387





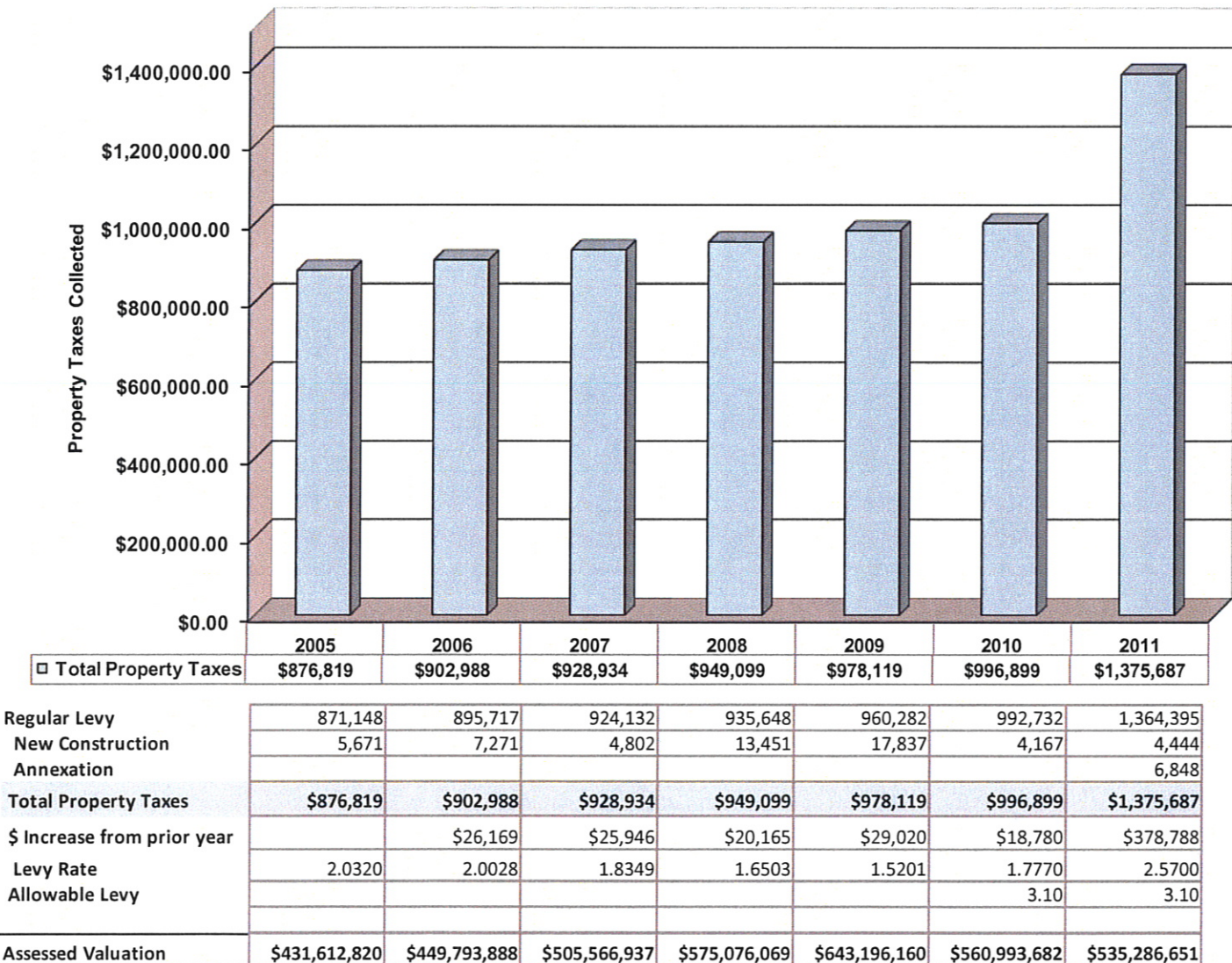
## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund Revenue Sources

#### Property Tax

Property taxes make up 64.7% of General Fund tax revenue and are expected to generate \$1,375,687 in revenue for the City in 2011, an increase of 38%. The Public Safety Levy approved by voters in 2010 is the reason for this increase; as the new levy replaced the prior Public Safety Levy due to expire. The City's levy rate in 2011 is \$2.57 per each \$1,000 of assessed value. All revenues from property taxes go directly to the General Fund to support public safety for police, fire protection and emergency services.

#### Total Property Tax Collection History



\* 2011 increase in taxes is due to a voted levy for Public Safety in 2010

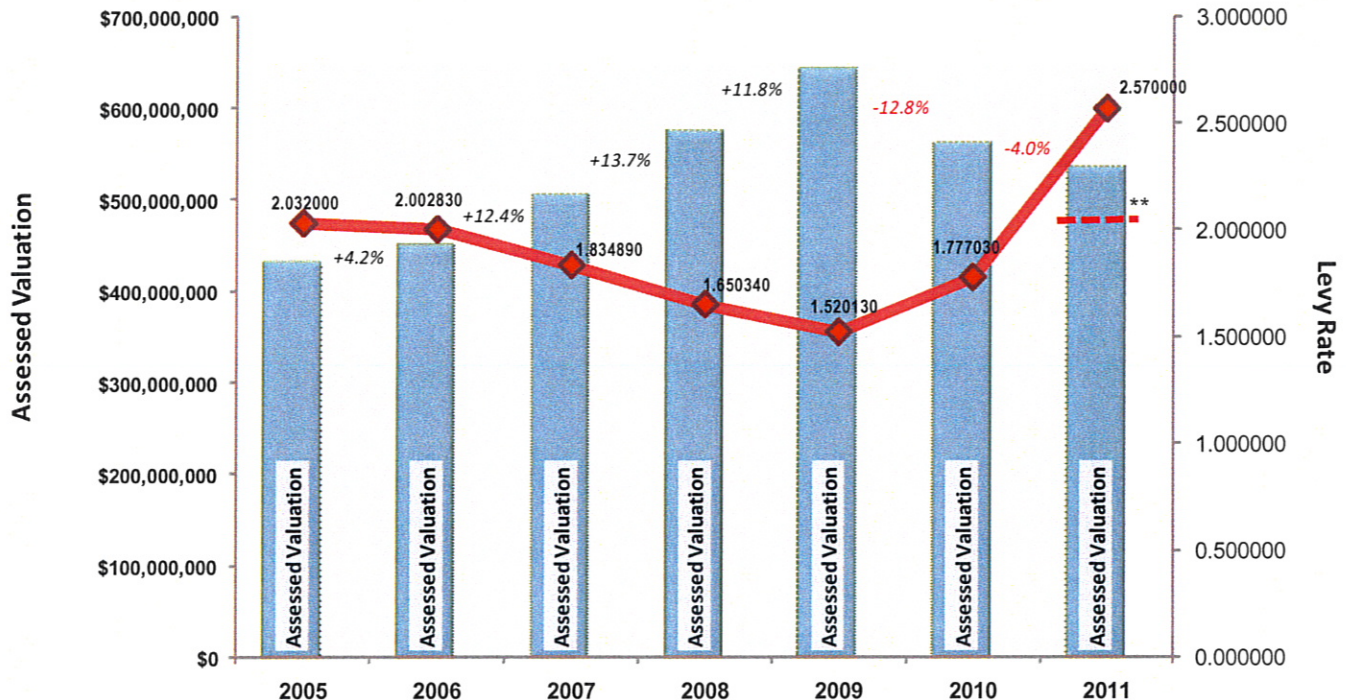


# City of Black Diamond Preliminary Budget 2011

## 2011 General Fund Revenue Sources

The graph below shows how the levy rate is a calculation by King County. As property values increased between 2005 and 2009, the County lowered the levy rate to insure we would only receive the allowed 1% over the previous year, plus new construction. (See A in table below) In 2010 the assessed valuation decreased 12.8% and the levy rate calculated by King County increased, to ensure the City received the allowed 1% increase plus new construction. In 2010, the City had to estimate property values for 2011, which was based on the type of decrease we saw in 2010. The City used that assessed valuation estimate to calculate the new levy rate that was approved by voters this year. The rate was set at \$2.57 for 2011 and will only be allowed to increase the allowed 1% plus new construction in future years. This will cause levy rates to fluctuate as values increase and decrease.

Assessed Valuation and Levy Rate History in Black Diamond



Regular Levy	\$871,148	\$895,717	\$924,132	\$935,648	\$960,282	\$992,732	\$1,364,395
New Construction	5,671	7,271	4,802	13,451	17,837	4,167	4,444
Annexation							6,848
Total Property Taxes	\$876,819	\$902,988	\$928,934	\$949,099	\$978,119	\$996,899	\$1,375,687
\$ Increase from prior year	A	\$26,169	\$25,946	\$20,165	\$29,020	\$18,780	\$378,788
Levy Rate	2.0320	2.0028	1.8349	1.6503	1.5201	1.7770	2.5700
Allowable Levy						3.10	3.10
Assessed Valuation	\$431,612,820	\$449,793,888	\$505,566,937	\$575,076,069	\$643,196,160	\$560,993,682	\$535,286,651

\* 2011 increase in taxes is due to a voted levy for Public Safety in 2010

\*\* --- Previously projected assessed valuation based on trend

NOTE: The levy rate, also called the mil rate is the amount taxed for each \$1,000 in property value.





## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund Revenue Sources

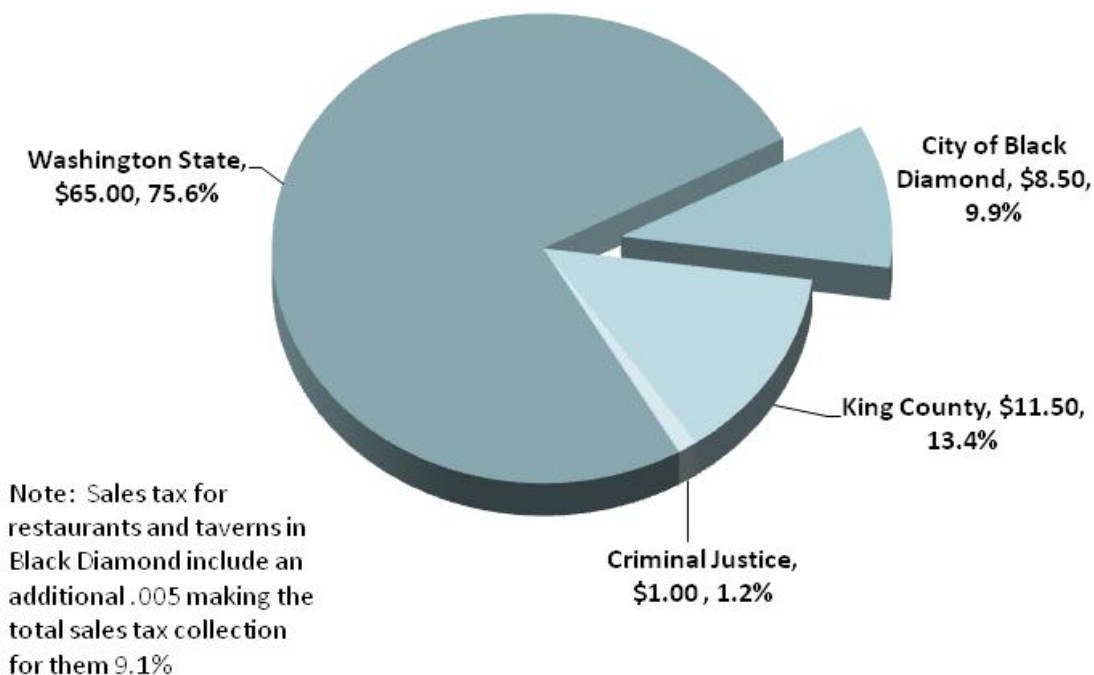
#### Sales Tax

Sales tax for the 2011 Budget is \$270,000 or 12.7% of Black Diamond's General Fund tax revenue. For every \$100 spent in Black Diamond, \$8.60 is collected by the State and is shared by various jurisdictions. These jurisdictions include 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 collections to the delivered destination rather than the place of purchase.

### 2011 Sales Taxes Taxed amount is 8.6% of retail sales

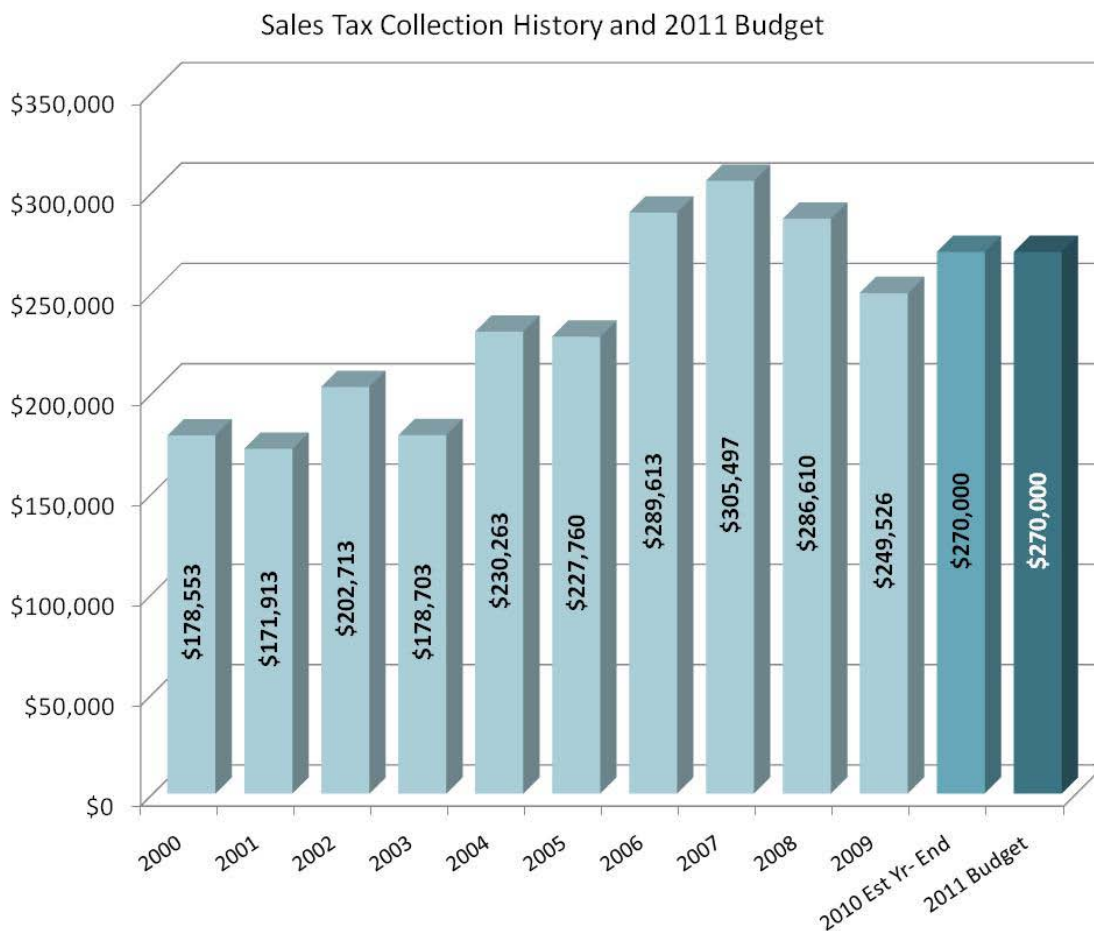
Based on a \$1,000 sale, retail sales tax is \$86.00 and is distributed in the following way:





## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund Revenue Sources



#### Black Diamond Sales Tax over the past 12 months & % of Total

##### Increasing:

- 1) Food services and drinking establishments (10%)
- 2) Specialty Trade Contractors (9.4%)
- 3) Telecommunications (7.4%)
- 4) Non store retailers (destination sales tax) (7.4%)
- 5) Construction (6.2%)
- 6) Miscellaneous store retailers (5.8%)
- 7) Wholesale Trade and Durable Goods (4.7%)

##### Decreasing

- 1) Motor vehicles and parts (4.4%)
- 2) Gasoline Stations (4.3%)
- 3) Sporting goods, hobbies, books (2.2%)



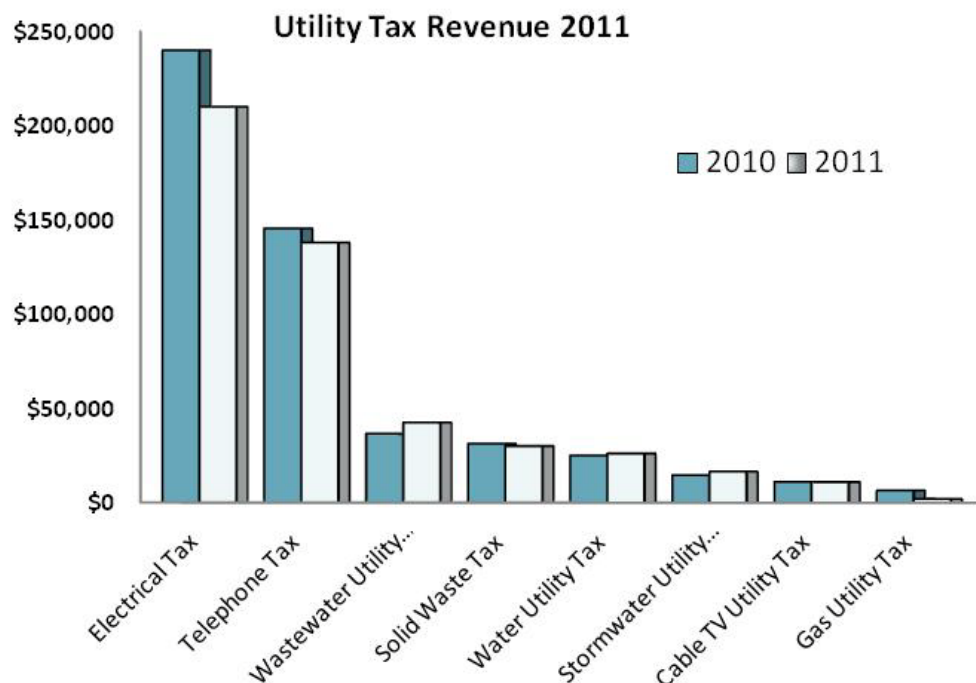
# City of Black Diamond Preliminary Budget 2011

## 2011 General Fund Revenue Sources

### Utility Taxes

Utility taxes for Black Diamond are \$476,200 or 22.5% of General Fund taxes. Black Diamond levies a 6% tax on all public and private utilities such as electric, natural gas, water, wastewater, stormwater, telephone, and 5% on cable services. An additional 1% is collected as a cable franchise fee. The decrease in this revenue source is primarily due to electrical, gas and telephone utility taxes. The mild winter and summer has decreased the gas and electric utility tax revenue. Wastewater and stormwater utility taxes are projected to increase due to pass through or adopted rate increases next year.

2011 General Fund Utility Taxes							
2009	Actual	2010 Budget	Estimated 2010 Yearend	2011 Budget	10 to 11 Bdgt Change	% Budget Change	
Electrical Tax	234,681	240,000	200,000	210,000	(30,000)	-12.5%	
Telephone Tax	145,974	145,500	138,000	138,000	(7,500)	-5.2%	
Wastewater Utility Tax	35,687	36,500	37,500	42,500	6,000	16.4%	
Solid Waste Tax	28,302	31,250	30,000	30,000	(1,250)	-4.0%	
Water Utility Tax	25,049	25,000	22,700	26,100	1,100	4.4%	
Stormwater Utility Tax	12,334	14,600	14,600	16,500	1,900	13.0%	
Cable TV Utility Tax	10,797	11,000	11,000	11,000	0	0.0%	
Gas Utility Tax	4,680	6,500	2,100	2,100	(4,400)	-67.7%	
<b>Total</b>	<b>497,503</b>	<b>510,350</b>	<b>455,900</b>	<b>476,200</b>	<b>(34,150)</b>	<b>-6.7%</b>	





# City of Black Diamond Preliminary Budget 2011

## 2011 General Fund Revenue Sources

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

The City collects a 5% utility tax from cable companies plus a 1% cable franchise fee to equal the 6% utility tax paid by other utility companies. 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.

2011 Cable Franchise Fees, Business Licenses, Gun Permit & Fingerprint						
	2009	2010	Estimated		10 to 11	%
	Actual	Budget	2010	2011	Bdgt	Budget
			Yearend	Budget	Change	Change
Cable Franchise Fees	53,504	55,500	54,670	55,500	-	0.0%
Business License	26,905	27,000	26,330	25,600	(1,400)	-5.2%
Gun Permits & Fingerprinting	1,536	1,300	1,200	1,200	(100)	-7.7%
<b>Total Licenses and Permits</b>	<b>81,945</b>	<b>83,800</b>	<b>82,200</b>	<b>82,300</b>	<b>(1,500)</b>	<b>-1.8%</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. Building activities continues to remain very slow in 2010 and are projected to be the same in 2011. Revenue related to the hearing examiner has also been reduced by \$20,000 in 2011, as hearing examiner revenue has been related directly to the MPD's and is shown as a YarrowBay reimbursement.

2011 Land Use and Permitting Fees						
	2009	2010	Estimated		10 to 11	%
	Actual	Budget	2010	2011	Bdgt	Budget
			Yearend	Budget	Change	Change
<b>Community Development</b>						
Land Use Fees	9,686	10,000	4,300	7,250	(2,750)	-27.5%
Plan Check Fees	17,936	17,000	15,750	20,750	3,750	22.1%
Building and Other Permits	33,543	32,800	23,580	29,500	(3,300)	-10.1%
Hearing Examiner	0	25,000	0	5,000	(20,000)	-80.0%
Misc Rev sales of maps, copies	443	200	520	500	300	150.0%
Tree Mitigation Fund	0	0		1,000	1,000	
SEPA/EIS Ck/Study Deposits	(2,279)	2,000	2,000	2,000		0.0%
<b>Total Comm. Dev. Revenue</b>	<b>59,329</b>	<b>87,000</b>	<b>46,150</b>	<b>66,000</b>	<b>(21,000)</b>	<b>-24.1%</b>



# City of Black Diamond Preliminary Budget 2011

## 2011 General Fund Revenue Sources

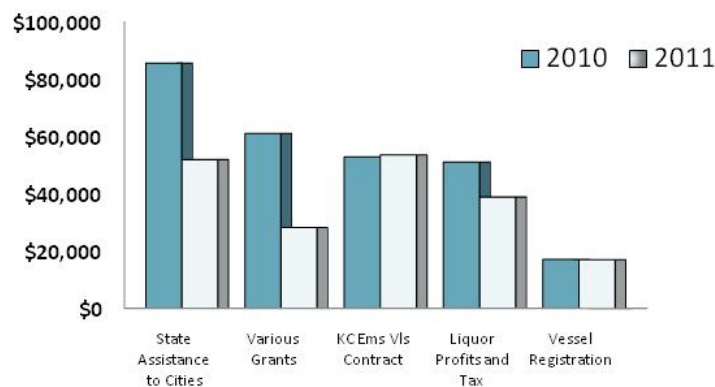
### Intergovernmental Revenue

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 Police Coast Guard grants for 2009/2010 and for 2010/2011 were not re-budgeted, as it is not known if we will receive another grant from this source.

The City receives State assistance funds approved by the passage of ESSB 6050, however this funding is expected to be 30% less than received in 2010 for 2011. This legislation was intended to provide ongoing financial assistance to cities and counties that have a low sales tax base and are having difficulty providing basic services. These funds were created by diverting a small portion of the State real estate excise tax from the Public Works Trust Fund. Since these taxes have declined significantly the 2011 revenue is reduced to \$51,865 as projected by MRSC (Municipal Research). The total budget for Intergovernmental Revenue in 2011 is \$189,382, a reduction of \$78,058.

2011 Intergovernmental Revenue						
	2009	2010	Estimated	2011	10 to 11	%
	Actual	Budget	2010	Budget	Bdgt	Budget
			Yearend		Change	Change
<b>Revenue - Other Gov't Agencies</b>						
Vessel Regist. Boat Safety	20,127	17,051	17,051	17,000	(51)	-0.3%
Marine Grant 2009	0	30,074	30,074	0	(30,074)	-100.0%
Other Police Grants	13,179	11,999	16,099	9,100	(2,899)	-24.2%
Other Grants & Misc	641	0	0	0	0	
Recycle Grants	18,851	18,900	19,100	19,100	200	1.1%
State Assistance to Cities	72,488	85,578	73,956	51,865	(33,713)	-39.4%
Liquor Excise Tax	20,304	20,000	20,000	20,866	866	4.3%
Liquor Board Profits	28,591	31,000	31,500	17,940	(13,060)	-42.1%
KC Ems Vls Contract	53,104	52,838	52,838	53,511	673	1.3%
<b>Total Intergov Revenue</b>	<b>227,285</b>	<b>267,440</b>	<b>260,618</b>	<b>189,382</b>	<b>(78,058)</b>	<b>-29.2%</b>

Intergovernmental Revenue Budget 2010 and 2011







# City of Black Diamond Preliminary Budget 2011

## 2011 General Fund Revenue Sources

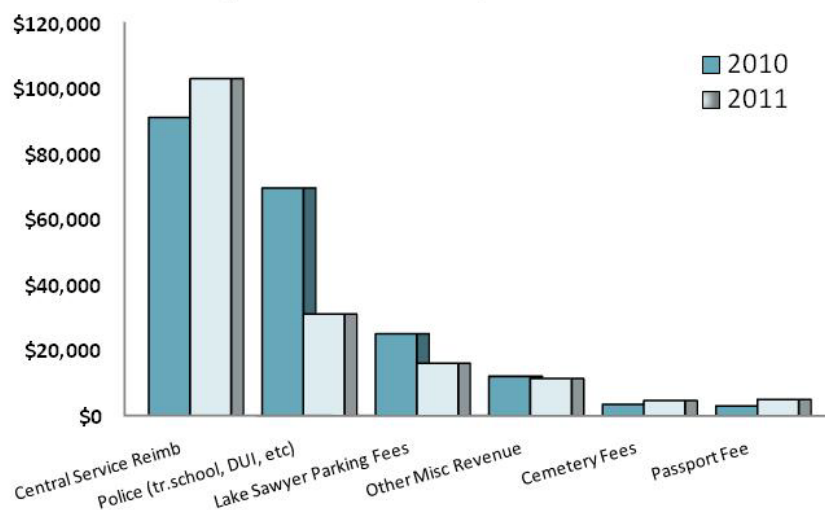
### Charges for Service

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, wastewater and stormwater portion of cost of non-reimbursed expenses primarily for a portion of the cost for the City Clerk for code, minutes, records, advertising, telephone, computer systems, facility costs, Finance Department costs for banking and credit card fees, payroll, vendor and receipt processing, and for planning and related costs. Also a small amount of costs are also allocated for the City Council and Mayor and other staff as they work on utility related matters.

Traffic school revenue has been down due to the unfilled officer positions and related citations. The budget was reduced in 2011 by \$45,000 which is the amount expected in 2010. Parking fees for Lake Sawyer were down this year due to the cool summer and parking changes. The forecast for that revenue has been reduced by \$9,000.

2011 Charges for Service						
	2009	2010	Estimated		10 to 11	%
	Actual	Budget	2010	2011	Bdgt	Budget
			Yearend	Budget	Change	Change
Home Monitor and DUI Rev	4,842	4,500	9,000	11,000	6,500	144.4%
Passport Fee	2,075	3,000	7,000	5,000	2,000	66.7%
Police Traffic School Fee	59,174	65,000	20,000	20,000	(45,000)	-69.2%
Miscellaneous Revenue	560	1,000	799	350	(650)	-65.0%
Other Fees for Service	11,254	11,000		11,000	0	0.0%
Lake Sawyer Parking Fee	21,586	25,000	14,000	16,000	(9,000)	-36.0%
Cemetery Fees	1,553	3,500	6,000	4,650	1,150	32.9%
CS Reimbursement	84,551	91,028	91,028	102,900	11,872	13.0%
<b>Total Charges for Service</b>	<b>185,595</b>	<b>204,028</b>	<b>147,827</b>	<b>170,900</b>	<b>(33,128)</b>	<b>-16.2%</b>

Charges for Services Budget 2010 and 2011





# City of Black Diamond Preliminary Budget 2011

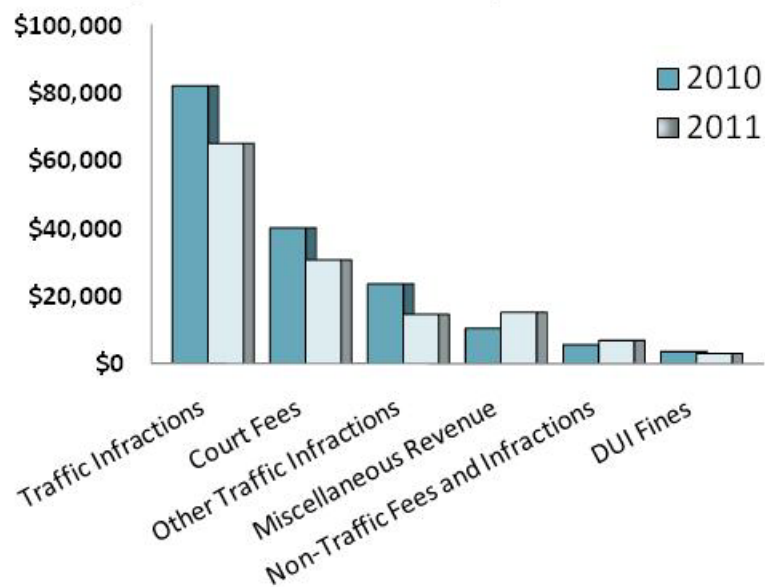
## 2011 General Fund Revenue Sources

### Municipal Court Revenue

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. Traffic infractions represent close to half of the Court's revenue. Due to Police Officer vacancies and the decrease in the number of citations, this revenue has been reduced by \$30,000, close to the amount expected in 2010.

2011 Municipal Court Revenue						
	2009 Actual	2010 Budget	Estimated 2010 Yearend	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>Court Revenue</b>						
Court Mand. Insurance Costs	2,698	2,500	4,500	4,500	2,000	80.0%
Court Traffic Infractions	82,442	82,000	65,000	65,000	(17,000)	-20.7%
Court Parking Fines	6,071	7,500	2,500	2,500	(5,000)	-66.7%
Court DUI Fines	4,200	3,500	3,000	3,000	(500)	-14.3%
Court Criminal Traffic Misd.	10,674	16,000	11,000	12,000	(4,000)	-25.0%
Nontraffic Fees & Infractions	6,131	5,600	5,800	6,800	1,200	21.4%
Administration/Correction Fees	37,199	40,000	30,000	30,600	(9,400)	-23.5%
Court Interest	2,931	4,000	2,200	2,400	(1,600)	-40.0%
Court Miscellaneous	9,316	3,900	8,000	8,200	4,300	110.3%
<b>Total Court Revenue</b>	<b>161,663</b>	<b>165,000</b>	<b>132,000</b>	<b>135,000</b>	<b>(30,000)</b>	<b>-18.2%</b>

Municipal Court Revenue Budget 2010 and 2011





# City of Black Diamond Preliminary Budget 2011

## 2011 General Fund Revenue Sources

### 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 continues to be minimal due to extremely low interest rates. Transfers in from the Criminal Justice Fund transfer has been reduced by \$12,000, due to the Criminal Justice funds needed to cover the annual maintenance cost of \$11,100 for the Police records software system. The first year's maintenance of the Police system was included in the initial price of the software.

2011 Miscellaneous Revenue						
	2009	2010	Estimated	2011	10 to 11	%
	Actual	Budget	2010	Budget	Bdgt	Budget
			Yearend		Change	Change
Interest	5,224	5,300	1,700	1,700	(3,600)	-67.9%
Surplus Equipment	12,293	3,000	3,000	1,500	(1,500)	-50.0%
Other Miscellaneous	18,672	6,000	3,200	3,500	(2,500)	-41.7%
<b>Total Miscellaneous Revenue</b>	<b>36,189</b>	<b>14,300</b>	<b>7,900</b>	<b>6,700</b>	<b>(7,600)</b>	<b>-53.1%</b>
Trans. in from Criminal Justice	102,223	102,000	102,000	90,000	(12,000)	-11.8%
<b>Total Transfers In</b>	<b>102,223</b>	<b>102,000</b>	<b>102,000</b>	<b>90,000</b>	<b>(12,000)</b>	<b>-11.8%</b>
<b>Total Gen Fund Operating Rev</b>	<b>2,583,155</b>	<b>2,682,967</b>	<b>2,488,494</b>	<b>2,871,302</b>	<b>188,335</b>	<b>7.0%</b>



## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund Revenue Sources

#### Funding Agreement and Other Revenue

The Budget for Funding Agreement of ongoing costs for 2011 is \$1,466,851, and the Master Planned Development (MPD) for Lawson Hills and the Villages is \$235,000. The chart below reflects 2011 revenue for the ongoing Funding Agreement revenue for staff, maintenance and operation and legal fees.

2011 Funding Agreement and Other Revenue						
	2009 Actual	2010 Budget	Estimated 2010 Yearend	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Staff	760,515	1,181,834	1,366,834	1,223,661	41,827	3.5%
Maintenance and Operation	180,000	180,000		180,000	0	0.0%
Legal	41,225	75,000		35,000	(40,000)	-53.3%
Facilities, Furniture & Software	99,225	10,000			(10,000)	-100.0%
Consultants	84,451				0	
<b>Total Funding Agreement</b>	<b>1,165,416</b>	<b>1,446,834</b>	<b>1,366,834</b>	<b>1,438,661</b>	<b>(8,173)</b>	<b>-0.6%</b>
<b>MPD &amp; SEPA Reimbursement</b>					0	
MPD Lawson	60,185	283,067	310,677	100,000	(183,067)	-64.7%
MPD Villages	61,299	297,600	710,677	135,000	(162,600)	-54.6%
Annexation Fees	45,799	0	1,500	0		
<b>Total MPD Reimbursement</b>	<b>167,283</b>	<b>580,667</b>	<b>1,022,854</b>	<b>235,000</b>	<b>(345,667)</b>	<b>-59.5%</b>
YB EIS/SEPA Reimbursement	805,743	250,000	250,000	0	(250,000)	-100.0%
Studies, Deposits and Other	141,532	25,000	13,490	0	(25,000)	-100.0%
<b>Total Funding and Other Rev</b>	<b>2,279,974</b>	<b>2,302,501</b>	<b>2,653,178</b>	<b>1,673,661</b>	<b>(628,840)</b>	<b>-27.3%</b>

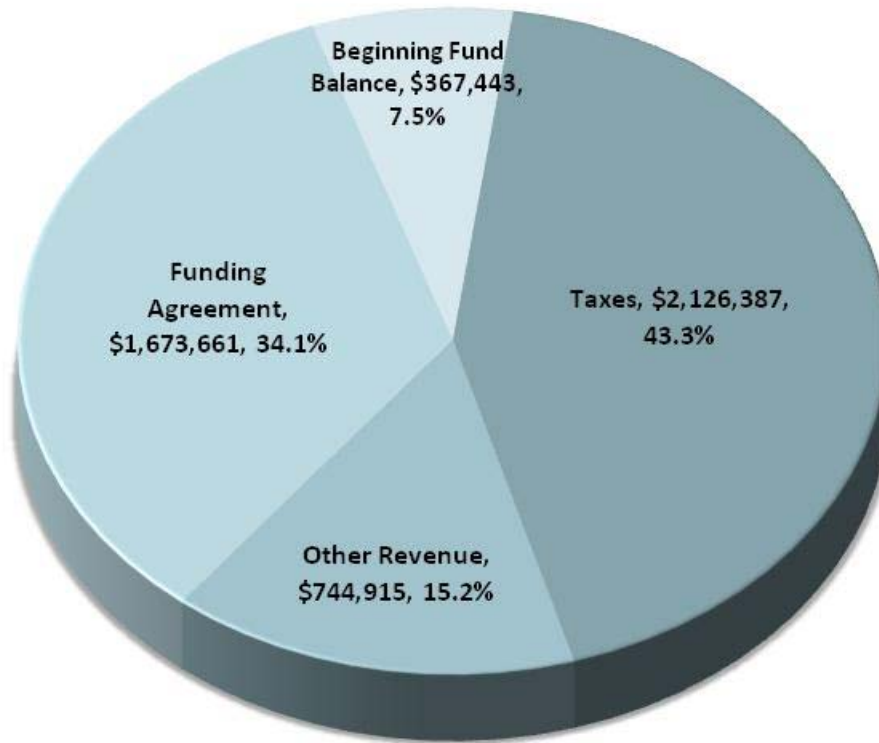
#### Total General Fund Sources

2011 General Fund Transfers In						
	2009 Actual	2010 Budget	Estimated 2010 Yearend	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>Total Gen Fund Revenue</b>						
Beginning Fund Balance	961,384	354,527	354,527	367,443	12,916	3.6%
<b>Grand Total GF Sources</b>	<b>5,824,512</b>	<b>5,339,995</b>	<b>5,496,199</b>	<b>4,912,406</b>	<b>(427,589)</b>	<b>-8.0%</b>



## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund - All Sources



**Total \$4,912,406**

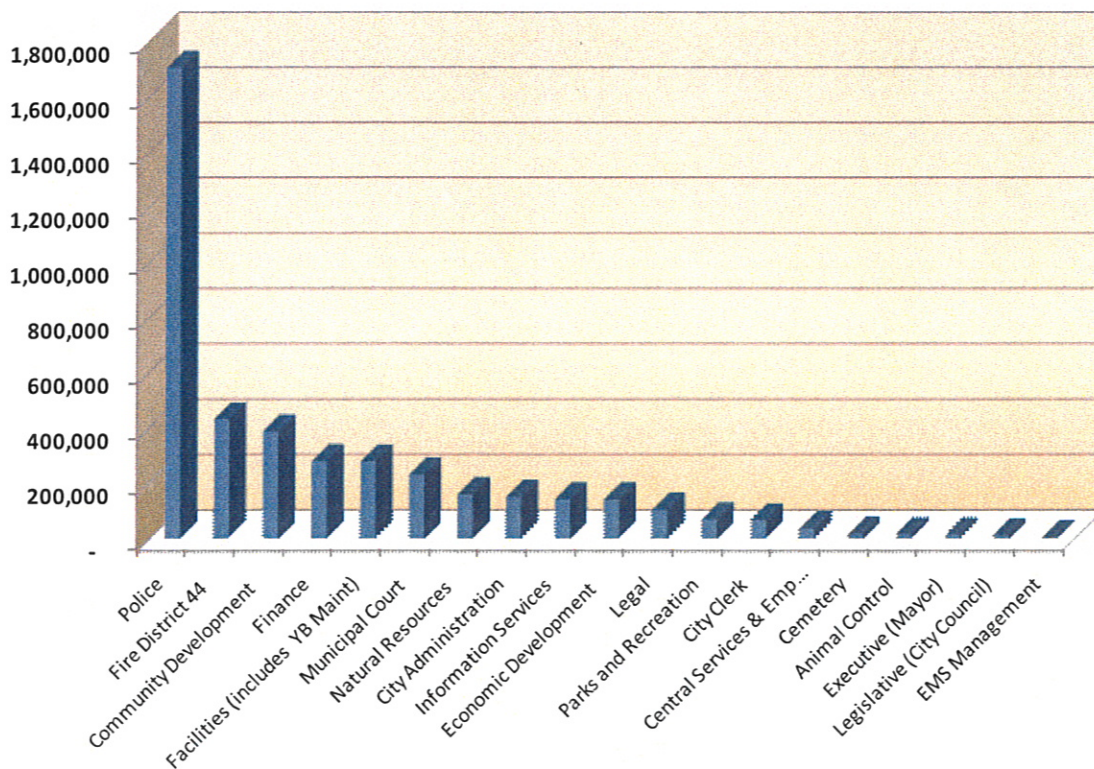




## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund Expenditure Summary

	2009 Actual	2010 Budget	Estimated 2010 Actual	2011 Prelim Budget	10-11 Budget Change	10-11 % Budget Change
Legislative (City Council)	11,098	12,592	5,972	12,603	11	0.1%
Executive (Mayor)	13,311	14,434	10,064	14,330	(104)	-0.7%
City Administration	345,607	255,382	109,955	150,727	(104,655)	-41.0%
City Clerk	75,607	71,765	47,995	66,074	(5,691)	-7.9%
Finance	272,118	262,330	193,165	280,513	18,183	6.9%
Information Services	132,528	136,169	97,455	142,130	5,961	4.4%
Legal	101,738	100,600	75,550	104,000	3,400	3.4%
Municipal Court	286,444	231,395	151,187	231,675	280	0.1%
Police	1,655,518	1,507,673	1,135,798	1,703,027	192,602	12.8%
Fire District 44	411,597	461,240	205,540	432,110	(29,130)	-6.3%
Community Development	427,680	406,280	275,592	386,927	(19,353)	-4.8%
Natural Resources	163,277	160,139	123,181	160,437	298	0.2%
Economic Development	137,668	137,365	98,605	142,111	4,746	3.5%
Facilities (includes YB Maint)	253,302	276,613	186,523	278,580	1,967	0.7%
Animal Control	-	-	-	16,025	16,025	100.0%
EMS Management	-	-	-	5,000	5,000	100.0%
Parks and Recreation	58,901	60,311	47,414	69,825	7,814	13.0%
Cemetery	14,504	15,123	11,206	17,425	2,302	15.2%
Central Services & Emp Recognition	29,676	31,879	87,096	36,474	4,595	14.4%
<b>General Fund Operating Subtotal</b>	<b>4,390,573</b>	<b>4,141,290</b>	<b>2,862,298</b>	<b>4,249,993</b>	<b>108,703</b>	<b>2.6%</b>
Funding Agreement	1,079,410	885,110	505,593	270,000	(615,110)	-69.5%
<b>Total General Fund</b>	<b>5,469,984</b>	<b>5,026,400</b>	<b>3,367,891</b>	<b>4,519,993</b>	<b>(506,407)</b>	<b>-10.1%</b>







# City of Black Diamond Preliminary Budget 2011

General Fund Expenditure Summary							
	2009		2010		10-11		% Change
	Actuals	Budget	Actuals	Budget	Budget Change		
<b>EXPENDITURES</b>							
<b>Public Safety</b>							
Prosecuting Attorney	48,000	48,000	48,000	48,000	-		
Municipal Court	286,443	231,395	225,595	231,675	280		0.1%
Police Department	1,655,518	1,507,673	1,477,673	1,703,027	195,354		13.0%
Fire Department	411,597	461,240	415,000	432,110	(29,130)		-6.3%
EMS Management Supplies				16,025	16,025		100.0%
Animal Control				5,000	5,000		100.0%
<b>Total Public Safety</b>	<b>2,401,558</b>	<b>2,248,308</b>	<b>2,166,268</b>	<b>2,435,837</b>	<b>187,529</b>		<b>8.3%</b>
<b>Maintenance of Building and Grounds</b>							
Information Services	132,528	136,169	132,000	142,130	5,961		4.4%
Capital Facilities, Maint & Operations	301,440	351,613	274,713	313,580	(38,033)		-10.8%
Parks	58,901	60,311	57,311	69,825	9,514		15.8%
Cemetery	14,504	15,123	15,000	17,425	2,302		15.2%
Central Services and Emp Recognition	29,676	31,879	41,879	36,474	4,595		14.4%
<b>Total Maintenance of Building &amp; Grounds</b>	<b>537,049</b>	<b>595,095</b>	<b>520,903</b>	<b>579,434</b>	<b>(15,661)</b>		<b>-2.6%</b>
<b>Development of Community</b>							
Community Development	427,680	406,280	390,000	386,927	(19,353)		-4.8%
Natural Resources	163,277	160,139	160,000	160,437	298		0.2%
Economic Development	137,668	137,365	133,245	142,111	4,746		3.5%
<b>Total Development of Community</b>	<b>728,625</b>	<b>703,784</b>	<b>683,245</b>	<b>689,475</b>	<b>(14,309)</b>		<b>-2.0%</b>
<b>Core Staff</b>							
Executive - Mayor	13,311	14,434	13,934	14,330	(104)		-0.7%
Legislative - Council	11,098	12,592	11,488	12,603	11		0.1%
Administration	345,607	255,382	170,382	150,727	(104,655)		-41.0%
City Clerk	75,607	71,765	69,000	66,074	(5,691)		-7.9%
Finance	272,117	262,330	250,900	280,513	18,183		6.9%
Legal General	53,738	52,600	63,200	56,000	3,400		6.5%
<b>Total Core Staff</b>	<b>771,479</b>	<b>669,103</b>	<b>578,904</b>	<b>580,247</b>	<b>(88,856)</b>		<b>-13.3%</b>
<b>Total Operating General Fund</b>	<b>4,438,710</b>	<b>4,216,290</b>	<b>3,949,320</b>	<b>4,284,993</b>	<b>68,703</b>		<b>1.6%</b>
MPD Annexations and EIS	950,554		835,110	235,000	235,000		
Studies, Deposits, Transfers and Other	80,719	20,000	-	-	(20,000)		-100.0%
Ending Cash	354,527	313,595	437,086	392,413			
<b>Total General Fund</b>	<b>5,824,511</b>	<b>4,549,885</b>	<b>5,221,516</b>	<b>4,912,406</b>	<b>421,109</b>		<b>9.3%</b>



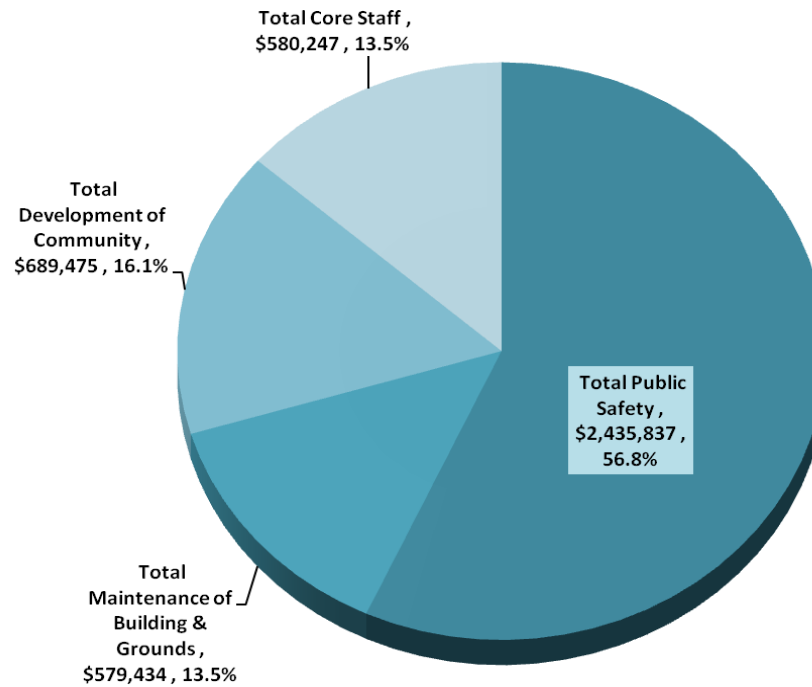
## City of Black Diamond Preliminary Budget 2011

General Fund Net Operating Expenditures			
	2011 Budget	Less Funding Agreement	Net Expenditures
<b>EXPENDITURES</b>			
<b>Public Safety</b>			
Prosecuting Attorney	48,000		48,000
Municipal Court	231,675		231,675
Police Department	1,703,027		1,703,027
Fire Department	432,110		432,110
EMS Management Supplies	16,025		16,025
Animal Control	5,000		5,000
<b>Total Public Safety</b>	<b>2,435,837</b>	<b>-</b>	<b>2,435,837</b>
<b>Maintenance of Building and Grounds</b>			
Information Services	142,130	131,464	10,666
Capital Facilities, Maintenance and Operations	313,580	270,185	43,395
Parks	69,825	13,787	56,038
Cemetery	17,425		17,425
Central Services and Emp Recognition	36,474		36,474
<b>Total Maintenance of Building and Grounds</b>	<b>579,434</b>	<b>415,436</b>	<b>163,998</b>
<b>Development of Community</b>			
Community Development	386,927	338,496	48,431
Natural Resources	160,437	134,861	25,576
Economic Development	142,111	133,241	8,870
<b>Total Development of Community</b>	<b>689,475</b>	<b>606,598</b>	<b>82,877</b>
<b>Core Staff</b>			
Executive - Mayor	14,330		14,330
Legislative - Council	12,603		12,603
Administration	150,727	143,531	7,196
City Clerk	66,074		66,074
Finance	280,513	238,096	42,417
Legal General	56,000		56,000
<b>Total Core Staff</b>	<b>580,247</b>	<b>381,627</b>	<b>198,620</b>
<b>Total Operating General Fund</b>	<b>4,284,993</b>	<b>1,403,661</b>	<b>2,881,332</b>

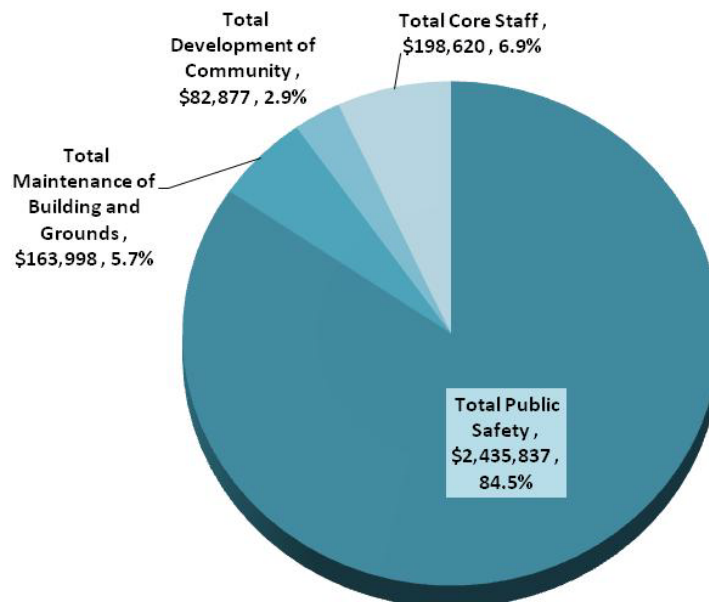


## City of Black Diamond Preliminary Budget 2011

**2011 General Fund Operating Expenditures \$4,284,993**



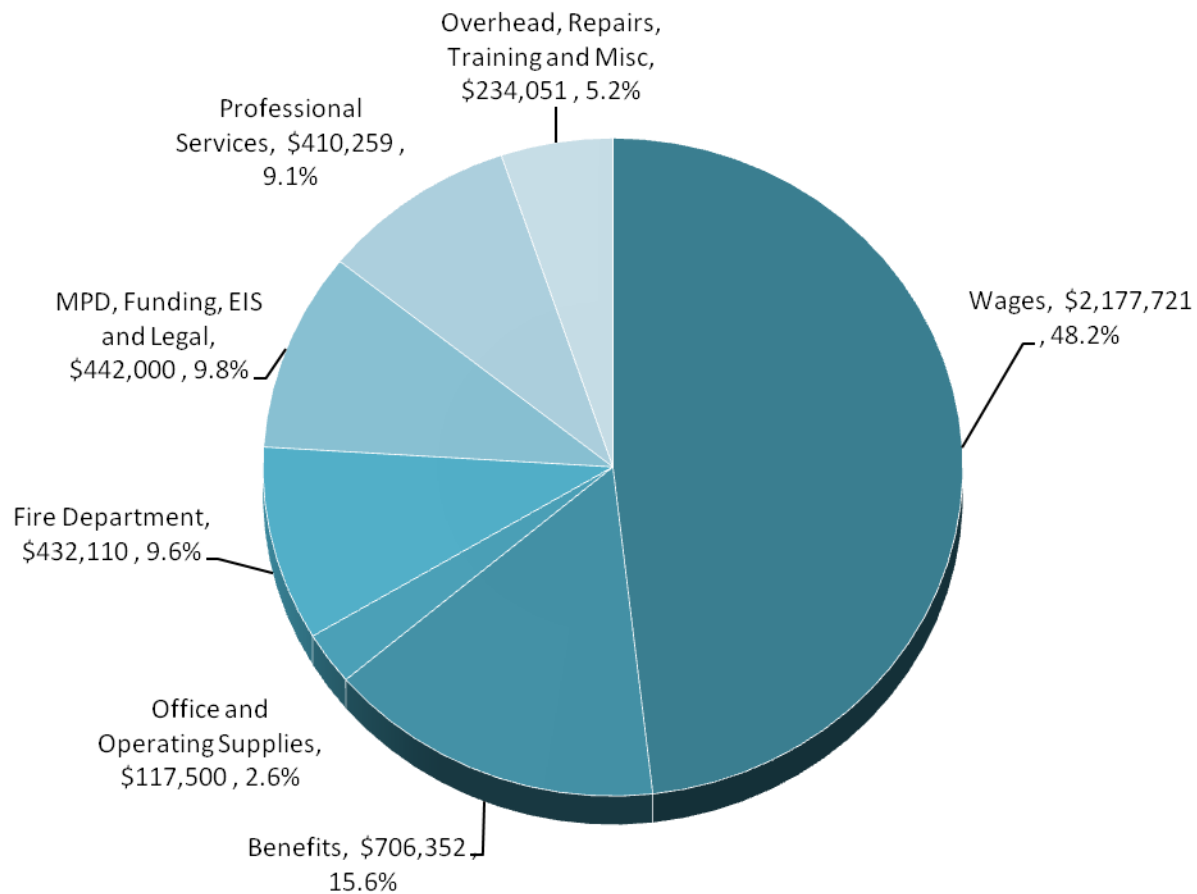
**2011 General Fund Net Operating Expenditures \$2,881,332**





## City of Black Diamond Preliminary Budget 2011

### 2011 General Fund Expenditures by Type



**Total General Fund \$4,519,993**



## City of Black Diamond Preliminary Budget 2011

### 2011 Budget Summary Funding Agreement

				40 hour	
Core Agreement (254)		Salaries	Benefits	Furlough	Total
City Clerk/Asst City Administrator	1.0	113,400	32,506	(2,375)	143,531
Finance Director	1.0	113,400	16,791	(2,234)	127,957
Deputy Finance Director	1.0	86,100	25,986	(1,947)	110,139
Information Services Manager	1.0	100,800	32,895	(2,231)	131,464
Community Development Director	1.0	108,514	23,755	(2,273)	129,996
Permit Technician Supervisor	1.0	78,624	19,291	(1,740)	96,175
Code Enforcement	0.3	24,960	4,377		29,337
Associate Planner	1.0	66,956	17,507	(1,475)	82,988
Econ Development Director	1.0	102,372	33,135	(2,266)	133,241
Facilities Equipment Coordinator	1.0	69,083	22,538	(1,436)	90,185
Stewardship Director	1.0	103,515	33,514	(2,168)	134,861
Public Works Director (Parks & Cem)	0.1	10,647	3,376	(236)	13,787
<b>Subtotal Salary and Benefits</b>	<b>10.4</b>	<b>978,371</b>	<b>265,671</b>	<b>(20,381)</b>	<b>1,223,661</b>
Maintenance and Operations					180,000
<b>Total Staff and Building Costs</b>					<b>1,403,661</b>
Legal - Funding Agreement					35,000
<b>Subtotal Funding Agreement General Fund</b>		<b>978,371</b>	<b>265,671</b>	<b>(20,381)</b>	<b>1,438,661</b>
Legal For MPD					75,000
Other MPD Reimbursables					160,000
<b>Total MPD Funding</b>		-	-		<b>235,000</b>
<b>General Fund Funding Total Reimbursement</b>					<b>1,673,661</b>
Utility - Public Works Director	0.9	95,820	30,385	(2,121)	124,084
Utility - Admin Assistant 3 Public Works	1.0	57,611	26,278	(1,261)	82,628
<b>Grand Total Funding Agreement</b>	<b>12.3</b>	<b>1,131,802</b>	<b>322,335</b>	<b>(23,763)</b>	<b>1,880,373</b>

#### Funding Revenue for Utility Employees

	Street	Water	Sewer	Storm	Total
Seth	20,681	34,468	34,468	34,467	124,084
Scott	20,657	20,657	20,657	20,657	82,628
	<b>41,338</b>	<b>55,125</b>	<b>55,125</b>	<b>55,124</b>	<b>206,712</b>





# City of Black Diamond Preliminary Budget 2011

## 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.

Legislative	2009 Actual	2010 Budget	2010	2011 Budget	10 to 11	%
			Estimate Year End		Bdgt Change	Budget Change
Councilmember Wages	10,080	10,080		10,080	-	0.0%
Benefits (soc sec, L&I)	806	812		823	11	1.4%
Lodging, Meals and Mileage	52	600		600	-	0.0%
Training and Workshops	160	1,000		1,000	-	0.0%
Communications and Miscellaneous	-	100		100	-	0.0%
<b>Total Legislative</b>	<b>11,098</b>	<b>12,592</b>	<b>11,488</b>	<b>12,603</b>	<b>11</b>	<b>0.1%</b>



*Railroad Ave Reconstruction Ribbon Cutting 2010*



# City of Black Diamond Preliminary Budget 2011

## Executive Department

This General Fund 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.

Executive	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Mayor Wages	12,000	12,000		12,000	-	0.0%
Benefits (soc sec, L&I)	970	974		980	6	0.6%
Lodging, Meals & Mileage	140	510		500	(10)	-2.0%
Training & Workshop & Dues	150	750		700	(50)	-6.7%
Misc Off. Supplies & Communication	51	200		150	(50)	-25.0%
<b>Executive Total</b>	<b>13,311</b>	<b>14,434</b>	<b>13,934</b>	<b>14,330</b>	<b>(104)</b>	<b>-0.7%</b>



Mayor Rebecca Olness



# City of Black Diamond Preliminary Budget 2011

## 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 the Assistant City Administrator, a position reimbursed 100% by the Funding Agreement. Because the Assistant City Administrator also serves as the City Clerk, non-salary expenditures associated with that position are located in the City Clerk's budget. The City Administrator position is frozen in the 2011 budget, resulting in the salary and benefit reduction.

<b>Administration</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
City Administration Wages	266,957	201,833		113,400	(88,433)	-43.8%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(10,818)		(2,375)	8,443	-78.0%
Benefits (medical, medicare, soc sec, etc.)	72,347	54,434		32,507	(21,927)	-40.3%
Office and Operating Supplies	705	300		100	(200)	-66.7%
Professional Services & Legislative					-	
Telephone and Postage	54	100		100	-	0.0%
Lodging, Meals & Mileage	1,031	1,800		600	(1,200)	-66.7%
Training and Memberships	1,969	5,100		3,500	(1,600)	-31.4%
Insurance	2,533	2,533		2,845	312	12.3%
Miscellaneous	10	100		50	(50)	-50.0%
<b>City Administration Total</b>	<b>345,607</b>	<b>255,382</b>	<b>170,382</b>	<b>150,727</b>	<b>(104,655)</b>	<b>-41.0%</b>

Position:

1.0 Assistant City Administrator

Frozen and Unfunded:

1.0 City Administrator



# City of Black Diamond Preliminary Budget 2011

## 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 Deputy City Clerk. The Deputy City Clerk is allocated 60% to the General Fund and 40% to Public Works funds. Also reflected in this budget are expenses for voter costs, code updates, advertising and other Clerk related expenditures. Budgets for office supplies and training for the Assistant City Administrator who also serves as the City Clerk are found in this section of the budget, while the salaries and benefits for that position are found in the Administration budget.

City Clerk	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
City Clerk Wages	37,351	33,972		36,192	2,220	6.5%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(1,930)		(801)	1,129	-58.5%
Benefits (medical, medicare, soc sec, etc.)	18,814	16,106		16,041	(65)	-0.4%
Elections Costs	-	6,000		-	(6,000)	-100.0%
Voter Registration Costs	5,724	6,000		4,000	(2,000)	-33.3%
Office Supplies	361	500		250	(250)	-50.0%
Code Update	6,118	5,000		5,500	500	10.0%
Lodging, Meals & Mileage	63	1,800		1,800	-	0.0%
Workshops/training	971	1,100		1,100	-	0.0%
Advertising	2,090	2,500		1,000	(1,500)	-60.0%
Insurance	317	317		592	275	86.8%
Misc, Memberships and Records	3,798	400		400	-	0.0%
<b>City Clerk Total</b>	<b>75,607</b>	<b>71,765</b>	<b>69,000</b>	<b>66,074</b>	<b>(5,691)</b>	<b>-7.9%</b>

Positions:

1.0 Deputy City Clerk (60% to General Fund)

1.0



# City of Black Diamond Preliminary Budget 2011

## 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, 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 and a part time, (75%) Senior Accountant position. The ¾ time position is allocated 60% to the General Fund and 40% to Public Works funds. The Finance Director and Deputy Finance Director salaries and benefits are 100% reimbursed by the Funding Agreement. The increase of \$5,450 is for the General Fund portion of the State Audit costs which occur every other year.

Finance	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Finance Department Wages	215,648	218,664		224,532	5,868	2.7%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(12,039)		(4,681)	7,358	-61.1%
Benefits (medical, medicare, soc sec, etc.)	44,625	47,198		46,160	(1,038)	-2.2%
Office Supplies	225	700		600	(100)	-14.3%
State Auditor and Tax Audit Svcs	7,122	2,600		8,050	5,450	209.6%
Telephone and Postage	188	100		-	(100)	-100.0%
Lodging, Meals & Mileage	1,401	1,200		1,000	(200)	-16.7%
Workshops and Training	1,267	2,000		1,500	(500)	-25.0%
Insurance	1,267	1,267		2,952	1,685	133.0%
Memberships and Miscellaneous	375	640		400	(240)	-37.5%
<b>Finance Department Total</b>	<b>272,118</b>	<b>262,330</b>	<b>250,900</b>	<b>280,513</b>	<b>18,183</b>	<b>6.9%</b>

### Positions:

- 1.0 Finance Director
- 1.0 Deputy Finance Director
- .75 Senior Accountant (60% to General Fund)
- 2.75





# City of Black Diamond Preliminary Budget 2011

## Information Services

The City of Black Diamond's Information Services Department is responsible for the procurement, administration and maintenance of the informational and telephone systems used by all of the City's departments. This department has one full-time employee for which the salary and benefits are reimbursed 100% by the Funding Agreement.

Information Services	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Info Services Salary	95,525	100,800		100,800	-	
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(5,725)		(2,231)	3,494	-61.0%
Benefits (medical, medicare, soc sec, etc.)	33,301	32,794		32,895	101	0.3%
Office Supplies and Minor Equipment	113	550		550	-	
Professional Services	1,298	3,000		5,000	2,000	66.7%
Telephone and Postage	43	400		400	-	
Lodging, Meals and Mileage	-	800		600	(200)	-25.0%
Training	1,298	1,850		2,000	150	8.1%
Insurance	950	950		1,491	541	56.9%
Repairs and Maintenance	-	500		500	-	
Memberships	-	250		125	(125)	-50.0%
<b>Information Services Total</b>	<b>132,528</b>	<b>136,169</b>	<b>132,000</b>	<b>142,130</b>	<b>5,961</b>	<b>4.4%</b>

Position:

1.0 Information Services Manager



# City of Black Diamond Budget Requests 2011

## Facilities Department

The City of Black Diamond's 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. This department has one full-time employee whose salary and benefits are 100% reimbursed by the Funding Agreement.

The Capital Facilities Department provides for the City Hall, Public Works land and building leases and associated utility and building costs. 100% of these costs are provided through the Funding Agreement.

Facilities	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Facilities Wages	66,430	69,083		69,083	-	0.0%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(3,751)		(1,436)	2,315	-61.7%
Benefits (medical, medicare, soc sec, etc.)	23,138	24,164		22,539	(1,625)	-6.7%
Office And Operating Supplies	488	3,150		900	(2,250)	-71.4%
Fuel	2,268	2,100		2,600	500	23.8%
Small Tools And Equipment	401	400		400	-	0.0%
Miscellaneous	646	1,050		2,450	1,400	133.3%
Insurance	317	317		1,444	1,127	355.5%
Training	380	100		600	500	500.0%
<b>Facilities Subtotal</b>	<b>94,066</b>	<b>96,613</b>	<b>94,713</b>	<b>98,580</b>	<b>1,967</b>	<b>2.0%</b>
<b>Funding - Maintenance</b>						
Building and Land Leases	106,131	107,540	80,233	107,540	-	0.0%
Utilities and Other Building Costs	53,105	72,460	37,740	72,460	-	0.0%
Funding Maintenance Subtotal	<b>159,236</b>	<b>180,000</b>	<b>117,973</b>	<b>180,000</b>	-	0.0%
<b>Funding Maint &amp; Facilities Total</b>	<b>253,302</b>	<b>276,613</b>	<b>212,686</b>	<b>278,580</b>	<b>1,967</b>	<b>0.7%</b>

Positions:

1.0 Facilities Coordinator



# City of Black Diamond Preliminary Budget 2011

## Legal Department

The Legal Department represents the Office of the City Attorney. The General Fund portion of the budget 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 and personnel matters. A percentage of legal costs are shared with the Street and Utility Fund budgets. Kenyon Disend PLLC is currently contracted to provide legal counsel for the City. Chris Bacha serves as the City Attorney.

The City Attorney also 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 and comprehensive plan issues. These legal costs are included in other funds, capital projects or MPD budgets.

Legal	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Legal Services-General	42,432	45,600		49,500	3,900	8.6%
Legal Services - Employment	-	3,000		2,000	(1,000)	-33.3%
Prosecuting Attorney	48,000	48,000		48,000	-	
Legal Services Police Contract	3,461	3,000		3,500	500	16.7%
Legal & Other-Franchise/Natural Gas	7,457	-		-	-	
Legal-Lawsuits-Other Charges	388	1,000		1,000	-	
<b>Legal Total</b>	<b>101,738</b>	<b>100,600</b>	<b>111,200</b>	<b>104,000</b>	<b>3,400</b>	<b>3.4%</b>



# City of Black Diamond Preliminary Budget 2011

## 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 ¾ time Court Clerk and contracted services provided by a Judge, Prosecutor and Public Defender. Budget is also needed for security and other miscellaneous expenses such as interpreters, office supplies, training and credit card fees.

Municipal Court	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Court Wages	119,641	103,258		105,924	2,666	2.6%
Furlough (09-10 day, 10-13 day, 11- 5	-	(5,000)		(2,342)	2,658	-53.2%
Benefits (medical, medicare, soc sec, etc.)	53,225	26,832		23,583	(3,249)	-12.1%
Operating Supplies	3,271	2,500		2,000	(500)	-20.0%
Court Judge	29,112	40,000		38,000	(2,000)	-5.0%
Protem Judge	8,221	2,000		1,800	(200)	-10.0%
Court-Public Defender	29,091	23,000		23,000		0.0%
Court Interpreter	6,500	4,000		4,000	-	0.0%
Telephone and Postage	4,124	5,000		5,000	-	0.0%
Advertising, Ins, Copy Maintenance	2,427	2,355		2,310	(45)	-1.9%
Lodging, Meals, Miles	204	200		150	(50)	-25.0%
Training and Workshops	505	500		350	(150)	-30.0%
Witness/Jury Fees	2,118	1,500		1,500	-	0.0%
Printing and Binding	3,429	3,500		3,500	-	0.0%
Memberships	557	500		450	(50)	-10.0%
Shredding Services	348	500		450	(50)	-10.0%
Police Security O/T	20,365	18,000		18,000		0.0%
Security	972	1,200		1,200	-	0.0%
Miscellaneous Costs & Furniture	1,327	550		800	250	45.5%
Merchant Credit Card Fees	1,007	1,000		2,000	1,000	100.0%
<b>Municipal Court Total</b>	<b>286,444</b>	<b>231,395</b>	<b>225,595</b>	<b>231,675</b>	<b>280</b>	<b>0.1%</b>

Positions:

1.0 Court Administrator

.75 Court Clerk

1.75



# City of Black Diamond Preliminary Budget 2011

## Police Department

The Black Diamond Police Department is currently operating with a Chief of Police, two Patrol Sergeants and seven Patrol Officers. The City has one full time Records Manager and a part-time Records Clerk. The Public Safety Levy passed last year all of public safety. Valley Communications as well as jail contract space have both increased. Due to the decrease in other supporting revenues, the Commander and one Officer position remains frozen.

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

### ***MISSION STATEMENT***

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

### ***Our Values***

#### **Integrity**

*Committed to providing quality service by consistently holding ourselves to the highest moral and ethical principals*

#### **Professionalism**

*Committed to providing the community with exceptional law enforcement by developing our personnel through effective training and leadership*

#### **Excellence**

*Committed to providing innovative solutions to issues by working in partnership with our community*

#### **Teamwork**

*Committed to providing a quality work environment by promoting coordination, cooperation, and communication with our members*





## City of Black Diamond Preliminary Budget 2011

Police Summary	2009	2010	2010	2011	10 to 11	%
	Actual	Budget	Estimate Year End	Budget	Bdgt Change	Budget Change
Police Operating	1,432,376	1,269,878	1,265,025	1,474,087	204,209	16.1%
Police Communications	123,291	113,385	113,567	136,980	23,595	20.8%
Police Capital Projects	8,362	9,999	12,926	3,000	(6,999)	-70.0%
Prisoners and Detention	40,461	41,000	41,000	42,500	1,500	3.7%
Police Building Costs	21,479	22,550	19,540	22,500	(50)	-0.2%
Police Marine	21,775	44,761	24,708	20,300	(24,461)	-54.6%
Police Hiring	7,774	6,100	907	3,660	(2,440)	-40.0%
<b>Police Total</b>	<b>1,655,518</b>	<b>1,507,673</b>	<b>1,477,673</b>	<b>1,703,027</b>	<b>195,354</b>	<b>13.0%</b>

Police Operating	2009	2010	2010	2011	10 to 11	%
	Actual	Budget	Estimate Year End	Budget	Bdgt Change	Budget Change
Police Dept Wages	936,227	826,869		949,744	122,875	14.9%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(11,789)		(1,864)	9,925	-84.2%
Benefits (medical, medicare, soc sec, etc.)	369,003	346,952		380,088	33,136	9.6%
Overtime	83,633	45,000		45,000	-	0.0%
Reimbursed Overtime	(48,030)	(56,000)		(34,000)	22,000	-39.3%
Uniforms	14,279	8,950		12,350	3,400	38.0%
Operating Supplies	7,230	10,600		9,200	(1,400)	-13.2%
Fuel	21,054	30,000		30,000	-	0.0%
Firearms Program	-	15,000		15,000	-	0.0%
Professional Services					-	
Lodging, Meals & Mileage	236	4,000		2,500	(1,500)	-37.5%
Training	848	7,000		5,000	(2,000)	-28.6%
Memberships	1,121	2,000		2,900	900	45.0%
Insurance	30,834	30,836		35,629	4,793	15.5%
Vehicle Maintenance & Repairs	12,900	8,000		18,000	10,000	125.0%
Repairs and Maintenance - Copier	452	300		1,740	1,440	480.0%
Misc, Advertising, Shredding, Towing	620	900		1,400	500	55.6%
Printing	1,537	700		700	-	0.0%
Merchant Card Service Fees	431	560		700	140	25.0%
<b>Police Operating Total</b>	<b>1,432,376</b>	<b>1,269,878</b>	<b>1,265,025</b>	<b>1,474,087</b>	<b>204,209</b>	<b>16.1%</b>



## City of Black Diamond Preliminary Budget 2011

<b>Police Communications</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>	<b>10 to 11</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Bdgt</b>	<b>Budget</b>
			<b>Year End</b>		<b>Change</b>	<b>Change</b>
Valley Comm - Dispatch Service	80,497	74,500		87,660	13,160	17.7%
Valley Comm - MDT's	2,160	2,340		2,120	(220)	-9.4%
K/C 800 Mhz Radio Costs	13,891	11,345		14,000	2,655	23.4%
Other Access Charges	4,385	3,100		4,200	1,100	35.5%
Police Telephone/DSL/Air Cards	15,621	16,200		20,000	3,800	23.5%
Police Comm KC I-Net	4,875	4,500		5,000	500	11.1%
Police Postage	466	400		1,000	600	150.0%
K/C Radio Maint. & Repair	1,397	1,000		3,000	2,000	200.0%
<b>Police Communications Total</b>	<b>123,291</b>	<b>113,385</b>	<b>113,567</b>	<b>136,980</b>	<b>23,595</b>	<b>20.8%</b>

<b>Police Capital</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>	<b>10 to 11</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Bdgt</b>	<b>Budget</b>
			<b>Year End</b>		<b>Change</b>	<b>Change</b>
Police CTED Grant EQ	-	9,999	9,548	-	(9,999)	-100.0%
Traffic Safety Equipment	8,362	-	3,378	3,000	3,000	100.0%
<b>Police Capital Total</b>	<b>8,362</b>	<b>9,999</b>	<b>12,926</b>	<b>3,000</b>	<b>(6,999)</b>	<b>-70.0%</b>

<b>Police Jail Costs</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>	<b>10 to 11</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Bdgt</b>	<b>Budget</b>
			<b>Year End</b>		<b>Change</b>	<b>Change</b>
Jail Costs	37,758	40,000	40,000	40,000	-	100.0%
Elect Monitor Costs	1,922	-		1,500	1,500	100.0%
Prisoner Medical Costs	531	1,000	1,000	1,000	-	100.0%
Memberships	250	-	-	-	-	100.0%
<b>Prisoner and Detention Total</b>	<b>40,461</b>	<b>41,000</b>	<b>41,000</b>	<b>42,500</b>	<b>1,500</b>	<b>3.7%</b>

<b>Police Building Costs</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>	<b>10 to 11</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Bdgt</b>	<b>Budget</b>
			<b>Year End</b>		<b>Change</b>	<b>Change</b>
Police Bldg Mtc Sup	1,524	1,000	462	1,000	-	0.0%
Police Custodial Cost	6,039	6,000	5,146	6,000	-	0.0%
Utilities	12,284	14,450	13,000	13,800	(650)	-4.5%
Police Bldg Repairs	932	500	438	1,000	500	100.0%
Brinks Security	700	600	494	700	100	16.7%
<b>Police Building Costs</b>	<b>21,479</b>	<b>22,550</b>	<b>19,540</b>	<b>22,500</b>	<b>(50)</b>	<b>-0.2%</b>



## City of Black Diamond Preliminary Budget 2011

<b>Police Marine</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
<b>King County Vessel Registration</b>						
Salary and Benefits	5,145	10,263	2,061	15,000	4,737	46.2%
Operating Expenditures	2,270	3,250	2,614	2,750	(500)	-15.4%
Repairs and Maintenance	-	1,000	2,151	1,500	500	50.0%
Lodging, Meals & Mileage	-	1,800	1,478	1,000	(800)	-44.4%
Training and Advertising	-	500	31	50	(450)	-90.0%
Carryover from Prior Year		12,711			(12,711)	-100.0%
<b>Subtotal VRF</b>	<b>7,415</b>	<b>29,524</b>	<b>8,334</b>	<b>20,300</b>	<b>(9,224)</b>	<b>-31.2%</b>
<b>Coast Guard Grant</b>						
Salary and Benefits	11,600	15,237	16,374		(15,237)	-100.0%
Operating Expenditures	1,043				-	
Repairs and Maintenance	1,268				-	
Travel and Training	449				-	
<b>Subtotal Coast Guard Grant</b>	<b>14,360</b>	<b>15,237</b>	<b>16,374</b>	<b>-</b>	<b>(15,237)</b>	<b>-100.0%</b>
<b>Police Marine Total</b>	<b>21,775</b>	<b>44,761</b>	<b>24,708</b>	<b>20,300</b>	<b>(24,461)</b>	<b>-54.6%</b>

<b>Police Hiring Costs</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
Civil Service Testing	4,350	3,600	236	660	(2,940)	-81.7%
Civil Service-Hiring Evaluations	2,279	-	522	2,000	2,000	100.0%
Civil Service Legal Services	1,116	1,500	-	-	(1,500)	-100.0%
Communications and Training	29	1,000	150	1,000	-	0.0%
<b>Civil Service (Hiring)Total</b>	<b>7,774</b>	<b>6,100</b>	<b>907</b>	<b>3,660</b>	<b>(2,440)</b>	<b>-40.0%</b>

### Funded Positions:

- 1.0 Police Chief
- 2.0 Sergeant Positions
- 7.0 Police Officers
- 1.0 Police Records Coordinator
- .63 Police Clerk
- 11.63

### Authorized but frozen and unfunded:

- 1- Commander
- 1- Police Officer



# City of Black Diamond Preliminary Budget 2011

## 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. The decrease in the 2011 budget recognizes the actual amount billed by Fire District 44.

Fire Department	2009 Actual	2010 Budget	2010	2011 Budget	10 to 11	%
			Estimate Year End		Bdgt Change	Budget Change
Fire Dist 44 Professional Services	405,925	457,540		428,585	(28,955)	-6.3%
Fire Investigation Services	1,788	1,700		2,000	300	17.6%
Utilities	615	653		725	72	11.0%
Miscellaneous	3,269	1,347		800	(547)	-40.6%
<b>Fire Department</b>	<b>411,597</b>	<b>461,240</b>	<b>415,000</b>	<b>432,110</b>	<b>(29,130)</b>	<b>-6.3%</b>



## City of Black Diamond Preliminary Budget 2011

### Animal Control and Emergency Management

The City has new costs associated with animal control and for the emergency management program. The Animal Control portion represents the King County animal control subsidy due to the County, passed by Council in 2010.

Emergency Management expense funds have been added to the budget in 2011 and will go toward purchase of radio replacements and emergency supplies. These two new expense lines have yet to be assigned a department so are included here together for the preliminary budget request.

Animal Control and Emergency Management	2010			2011 Budget	10 to 11 Bdgt Change	% Budget Change
	2009 Actual	2010 Budget	Estimate Year End			
Animal Control Prof Svcs	-	-	-	16,025	16,025	100.0%
<b>Animal Control Total</b>	-	-	-	<b>16,025</b>	<b>16,025</b>	<b>100.0%</b>
EMS MGMT Operating Supplies	-	-	-	5,000	5,000	100.0%
<b>EMS Management Total</b>	-	-	-	<b>5,000</b>	<b>5,000</b>	<b>100.0%</b>





# City of Black Diamond Preliminary Budget 2011

## 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 currently includes three full-time employees: a Director, Associate Planner, and a Permit Supervisor; plus a part-time employee serving as the Building Official/Code Enforcement Officer.

Currently, all salaries and benefits in this department are 100% reimbursed by the Funding Agreement, with the exception of building plan review and inspection services, which are funded through application fees. The remainder of expenses such as training, memberships, office supplies, and allocated costs are General Fund expenditures. The 2010 year end estimate decrease is due to the elimination of the Permit Technician position in July 2010. The 2011 budget reduction of \$20,000 is due to moving the hearing examiner costs to the Master Planned Development budget.

<b>Community Development Summary</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
CD Administration	129,685	-		-	-	
Planning	93,609	168,668	167,700	172,635	3,967	2.4%
Permitting	187,836	197,030	183,300	170,818	(26,212)	-13.3%
Code Enforcement	16,550	40,582	39,000	43,474	2,892	7.1%
<b>Community Development Total</b>	<b>427,680</b>	<b>406,280</b>	<b>390,000</b>	<b>386,927</b>	<b>(19,353)</b>	<b>-4.8%</b>

<b>CD Administration</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
Comm Dev Admin Wages	104,336	108,514		108,514	-	0.0%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(5,827)		(2,273)	3,554	-61.0%
Benefits (medical, medicare, soc sec, etc.)	22,159	21,095		23,755	2,660	12.6%
Office and Operating Supplies	468	2,360		-	(2,360)	-100.0%
Professional Services	29	-		-	-	
Telephone and Postage	149	100		-	(100)	-100.0%
Lodging, Meals & Mileage	58	1,300		500	(800)	-61.5%
Training	-	750		500	(250)	-33.3%
Insurance	1,944	1,944		1,489	(455)	-23.4%
Vehicle Maintenance & Repair	34	-		-	-	
Miscellaneous and Memberships	509	800		550	(250)	-31.3%
CD Administration Allocation	-	(131,036)		(133,035)	(1,999)	1.5%
<b>CD Administration Total</b>	<b>129,685</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



# City of Black Diamond Preliminary Budget 2011

## Community Development Department

Planning	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Planning Wages	72,746	46,659		66,956	20,297	43.5%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(2,379)		(1,475)	904	-38.0%
Benefits (medical, medicare, soc sec, etc.)	16,428	11,277		17,508	6,231	55.3%
Office And Operating Supplies	1,224	-		1,800	1,800	100.0%
Advertising	244	-		400	400	100.0%
Professional Services	649	-		-	-	
Pro Services/Hearing Examiner	-	25,000		5,000	(20,000)	-80.0%
Communications	-	-		100	100	100.0%
Lodging, Meals & Mileage	276	-		500	500	100.0%
Training and Memberships	650	-		900	900	100.0%
Insurance	317	317		1,125	808	254.9%
Miscellaneous and Advertising	1,075	-		-	-	
CD Administration Allocation	-	87,794		79,821	(7,973)	-9.1%
<b>Planning Total</b>	<b>93,609</b>	<b>168,668</b>	<b>167,700</b>	<b>172,635</b>	<b>3,967</b>	<b>2.4%</b>

Permitting	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Permitting Wages	125,489	121,396		95,268	(26,128)	-21.5%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(6,059)		(1,740)	4,319	-71.3%
Benefits (medical, medicare, soc sec, etc.)	43,064	32,190		22,211	(9,979)	-31.0%
Office And Operating Supplies	715	1,800		1,500	(300)	-16.7%
Bldg Insp And Plan Check	13,648	-				
Fire Insp And Plan Check	576	600		500	(100)	-16.7%
Permit Software Maintenance	290	8,000		8,000	-	0.0%
Telephone and Postage	33	500		100	(400)	-80.0%
Lodging, Meals & Mileage	920	1,000		250	(750)	-75.0%
Training and Memberships	694	900		350	(550)	-61.1%
Advertising	165	500		1,500	1,000	200.0%
Insurance	2,243	2,243		1,868	(375)	-16.7%
Merch Card Service Fees	-	1,200		1,100	(100)	-8.3%
CD Administration Allocation	-	32,760		39,911	7,151	21.8%
<b>Permitting Total</b>	<b>187,836</b>	<b>197,030</b>	<b>183,300</b>	<b>170,818</b>	<b>(26,212)</b>	<b>-13.3%</b>



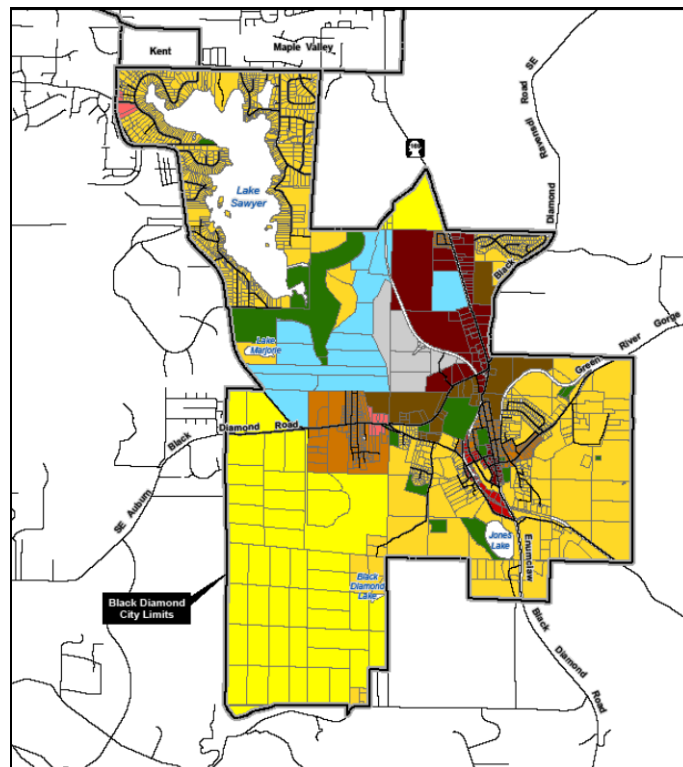
# City of Black Diamond Preliminary Budget 2011

## Community Development Department

Code Enforcement	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Code Enforcement Wages	-	26,424		24,960	(1,464)	-5.5%
Benefits (medical, medicare, soc sec, etc.)		3,575		4,376	801	22.4%
Operating Supplies	-	100		200	100	100.0%
Code Enforcement Prof Services	16,550	-		-	-	
Insurance	-	-		635	635	
CD Administration Allocation	-	10,483		13,303	2,820	26.9%
<b>Code Enforcement Total</b>	<b>16,550</b>	<b>40,582</b>	<b>39,000</b>	<b>43,474</b>	<b>2,892</b>	<b>7.1%</b>

### Positions:

- 1.0 Community Development Director
- 1.0 Associate Planner
- 1.0 Permit Technician Supervisor
- .5 Building Official/Code Enforcement Officer
- 3.5



**City Limits**



# City of Black Diamond Preliminary Budget 2011

## 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, Trails 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, of which the salary and benefits are reimbursed 100% by the Funding Agreement.

The WRIA 9 water quality membership has been moved to the Stormwater Fund in 2011.

Natural Resources	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Natural Resources Wages	99,537	103,515		103,515	-	0.0%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(6,007)		(2,168)	3,839	-63.9%
Benefits (medical, medicare, soc sec, etc.)	33,949	33,206		33,514	308	0.9%
Operating Supplies	3,781	1,250		1,250	-	0.0%
Powerful Choices PSE	497	500		500	-	0.0%
PS Clean Air Assessment	2,187	2,190		2,190	-	0.0%
Recycling Program Grant	17,751	18,900		18,900	-	0.0%
Prof. Services and Advertising	166	-		-	-	
Lodging, Meals & Mileage	-	500		250	(250)	-50.0%
Training and Memberships	(146)	900		400	(500)	-55.6%
WRIA 9 Membership (water quality)	3,978	3,735			(3,735)	-100.0%
Insurance	950	950		1,586	636	66.9%
Miscellaneous	626	500		500	-	0.0%
<b>Natural Resources Total</b>	<b>163,277</b>	<b>160,139</b>	<b>160,000</b>	<b>160,437</b>	<b>298</b>	<b>0.2%</b>

Positions:

1.0 Stewardship/Parks Director



# City of Black Diamond Preliminary Budget 2011

## 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 of which the salary and benefits are reimbursed 100% by the Funding Agreement.

<b>Economic Development</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
Economic Development Wages	98,430	102,372		102,372	-	0.0%
Furlough (09-10 day, 10-13 day, 11- 5 day)	-	(5,815)		(2,266)	3,549	-61.0%
Benefits (medical, medicare, soc sec, etc.)	33,804	33,008		33,135	127	0.4%
Office and Operating Supplies	802	1,150		1,100	(50)	-4.3%
Professional Services	-	-		-	-	
Communications	-	1,000		1,000	-	
Lodging, Meals & Mileage	1,946	1,900		1,900	-	
Lodging, Meals & Mileage - Funding	128	-		500	500	100.0%
Insurance	950	950		1,570	620	65.3%
Miscellaneous, Printing and Binding	56	450		450	-	
Training, Workshops and Memberships	1,552	2,350		2,350	-	
<b>Economic Development Total</b>	<b>137,668</b>	<b>137,365</b>	<b>133,245</b>	<b>142,111</b>	<b>4,746</b>	<b>3.5%</b>

Positions:

1.0 Economic Development Director





# City of Black Diamond Preliminary Budget 2011

## 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, play equipment 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 Parks Department is maintained by the utility crew and their wages are allocated 8% to this area. The superintendent and PW Director are also allocated 8% here.

<b>Parks and Recreation</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>	<b>2011</b>	<b>10 to 11</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>Bdgt</b>	<b>Budget</b>
			<b>Year End</b>		<b>Change</b>	<b>Change</b>
Parks and Rec Wages	24,813	25,009		26,276	1,267	5.1%
Furlough	-	(633)		(189)	444	-70.1%
Benefits (medical, medicare, soc sec, etc.)	9,225	9,460		9,227	(233)	-2.5%
Operating Supplies	1,163	1,450		2,800	1,350	93.1%
Fuel	570	700		800	100	14.3%
Utilities	2,464	2,690		3,170	480	17.8%
Telephone and Postage	355	700		600	(100)	-14.3%
Repairs and Vehicle Maintenance	654	1,500		1,600	100	6.7%
Equipment Rental	-	500		1,500	1,000	200.0%
Insurance	4,708	4,708		4,487	(221)	-4.7%
Portable Restroom Facility	2,533	2,500		5,000	2,500	100.0%
Venue Pay Station	1,625	1,800		1,800	-	0.0%
Professional Services	1,234	500		1,000	500	100.0%
Community Events	1,902	1,985		3,500	1,515	76.3%
Miscellaneous	126	100		100	-	0.0%
Merchant Card Service Fees	475	750		500	(250)	-33.3%
Park Improvements - Minor	-	-		-	-	
<b>Parks Subtotal</b>	<b>51,847</b>	<b>53,719</b>	<b>50,811</b>	<b>62,171</b>	<b>8,452</b>	<b>15.7%</b>
<b>Museum and Community Center</b>					-	
Museum Insurance	1,226	1,226		1,010	(216)	-17.6%
Museum Electric/Gas	3,826	3,700		3,700	-	0.0%
Museum Water/Sewer/Storm	275	-		1,300	1,300	
Community Center Insurance	1,666	1,666		1,444	(222)	-13.3%
Comm Center Water/Sewer/Storm	60	-		200	200	
<b>Subtotal Museum and Community</b>	<b>7,054</b>	<b>6,592</b>	<b>6,500</b>	<b>7,654</b>	<b>1,062</b>	<b>16.1%</b>
<b>Parks and Recreation Total</b>	<b>58,901</b>	<b>60,311</b>	<b>57,311</b>	<b>69,825</b>	<b>9,514</b>	<b>15.8%</b>



# City of Black Diamond Preliminary Budget 2011

## Parks and Recreation Department

Public Works employees are allocated a portion of their salary and benefit costs to Parks. Parks allocations total 35% of a full time employee in 2011.

2011 Employee Allocations by Funding Source				
Positions	Full Time Equivalent (FTE)	General Fund	Cemetery	Parks
Admin Assistant 1	0.10	0.10	0.10	
<b>Support Staff Total</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	
Public Works Director - Funding Agreement	0.10	0.10	0.02	0.08
<b>Funding - Reimbursement for Utilities</b>		<b>0.10</b>	<b>0.02</b>	<b>0.08</b>
Utilities Supervisor	0.10	0.10	0.02	0.08
Utility Worker	0.10	0.10	0.02	0.08
Utilities Operator	0.10	0.10	0.02	0.08
Seasonal Help for Parks	0.04	0.04	0.01	0.03
<b>Public Works Total</b>	<b>0.44</b>	<b>0.44</b>	<b>0.07</b>	<b>0.27</b>
<b>Grand Total Budget Positions</b>	<b>0.54</b>	<b>0.54</b>	<b>0.19</b>	<b>0.35</b>



## City of Black Diamond Preliminary Budget 2011

### 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 cemetery is supported by the General Fund. The Public Works crew 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.

Cemetery	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Cemetery Wages	9,251	9,530		10,071	541	5.7%
Furlough (09-10 day, 10-13 day, 11- 5	-	(269)		(125)	144	-53.5%
Benefits (medical, medicare, soc sec, etc.)	3,745	3,890		4,010	120	3.1%
Operating Supplies	146	450		550	100	22.2%
Fuel	142	450		400	(50)	-11.1%
Vaults/Liners	349	450		500	50	11.1%
Telephone and Postage	89	-		200	200	100.0%
Utilities	104	140		850	710	507.1%
Insurance	332	332		169	(163)	-49.1%
Repairs. Maintenance and Vehicle	322	-		700	700	100.0%
Miscellaneous and Excise Taxes	24	150		100	(50)	-33.3%
<b>Cemetery Total</b>	<b>14,504</b>	<b>15,123</b>	<b>15,000</b>	<b>17,425</b>	<b>2,302</b>	<b>15.2%</b>

Public Works employees are allocated a portion of their salary and benefit costs to the Cemetery. Cemetery allocations total 19% of a full time employee in 2011.

2011 Employee Allocations by Funding Source				
Positions	Full Time Equivalent (FTE)	General Fund	Cemetery	Parks
Admin Assistant 1	0.10	0.10	0.10	
<b>Support Staff Total</b>	<b>0.10</b>	<b>0.10</b>	<b>0.10</b>	
Public Works Director - Funding Agreement	0.10	0.10	0.02	0.08
<b>Funding - Reimbursement for Utilities</b>		<b>0.10</b>	<b>0.02</b>	<b>0.08</b>
Utilities Supervisor	0.10	0.10	0.02	0.08
Utility Worker	0.10	0.10	0.02	0.08
Utilities Operator	0.10	0.10	0.02	0.08
Seasonal Help for Parks	0.04	0.04	0.01	0.03
<b>Public Works Total</b>	<b>0.44</b>	<b>0.44</b>	<b>0.07</b>	<b>0.27</b>
<b>Grand Total Budget Positions</b>	<b>0.54</b>	<b>0.54</b>	<b>0.19</b>	<b>0.35</b>



## City of Black Diamond Preliminary Budget 2011

### Central Services and Employee Recognition

Central Services and Employee Recognition budget captures shared costs for various departments, including office and operating supplies, software maintenance costs, copier costs, postage, advertising, utilities, custodial services, building insurance, and credit card and banking fees.

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.

Central Services and Employee Recognition	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
Office and Operating Supplies	4,858	4,750		7,300	2,550	53.7%
Telephone and Postage	4,488	4,000		4,300	300	7.5%
Memberships	6,516	6,700		6,600	(100)	-1.5%
Emp Recognition	764	1,500		1,100	(400)	-26.7%
Retreat-Travel & Training	-	1,000		1,000	-	0.0%
Software & Copier Maintenance	2,300	4,500		4,000	(500)	-11.1%
CH/CD/PW Bldg Maintenance & Repair	-	-		2,000	2,000	
Merchant Card Service Fees	765	1,400		1,500	100	7.1%
Misc, Advertising, Shredding, Fees	2,057	1,200		3,300	2,100	175.0%
Printing Vouchers/Receipts	1,834	1,200		800	(400)	-33.3%
Advertising	534	-		1,200	1,200	
Insurance - Buildings	4,469	4,469		2,174	(2,295)	-51.4%
Utilities	97	200		200	-	0.0%
Allocation of Central Service Costs	-	-		-	-	
KC Mental Health	995	960		1,000	40	4.2%
<b>Central Services &amp; Emp Recognition</b>	<b>29,676</b>	<b>31,879</b>	<b>41,879</b>	<b>36,474</b>	<b>4,595</b>	<b>14.4%</b>



## City of Black Diamond Preliminary Budget 2011

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

This area of the General Fund budget includes one-time only costs, reimbursable studies and legal costs in the Funding Agreement, and in prior years, studies with other parties. The decrease is due to completion of EIS and SEPA projects in 2010.

<b>Funding Agreement</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
<b>Funding</b>						
Legal	39,707	75,000	75,000	35,000	(40,000)	-53.3%
Computer Software and Maintenance	73,639	10,000	10,000	-	(10,000)	-100.0%
Facility Move and Equipment	8,431				-	
<b>Total Funding</b>	<b>121,777</b>	<b>85,000</b>	<b>85,000</b>	<b>35,000</b>	<b>(50,000)</b>	<b>-58.8%</b>
<b>Other Funding</b>						
MPD Lawson Hills	33,378	243,400		80,000	(163,400)	-67.1%
MPD The Villages	44,845	249,000		155,000	(94,000)	-37.8%
EIS/SEPA	828,800	297,710		-	(297,710)	-100.0%
Other Projects & Misc Pass Thru	13,514	10,000		-	(10,000)	-100.0%
Funding - Consultants	37,097	-		-	-	
<b>Total Other Funding</b>	<b>957,633</b>	<b>800,110</b>	<b>812,137</b>	<b>235,000</b>	<b>(565,110)</b>	<b>-70.6%</b>
<b>Funding and Other Total</b>	<b>1,079,410</b>	<b>885,110</b>	<b>897,137</b>	<b>270,000</b>	<b>(615,110)</b>	<b>-69.5%</b>

#### TOTAL GENERAL FUND EXPENDITURES 2011

<b>Total General Fund</b>	<b>2009 Actual</b>	<b>2010 Budget</b>	<b>2010 Estimate Year End</b>	<b>2011 Budget</b>	<b>10 to 11 Bdgt Change</b>	<b>% Budget Change</b>
<b>Grand Total</b>	<b>5,469,984</b>	<b>5,026,400</b>	<b>4,784,430</b>	<b>4,519,993</b>	<b>(506,407)</b>	<b>-10.1%</b>



# Special Revenue Funds



*K-9 Program*



## City of Black Diamond Preliminary Budget 2011

### Fire Equipment Reserve Fund 002

Black Diamond currently contracts with Mountain View/Black Diamond Fire Department, King County 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.

Approximately \$23,000 will be spent in 2010 to overhaul or replace the engine on a 2000 Pierce Fire Apparatus (Engine 98) at Station 98.

002 Fire Equipment Reserve Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>REVENUE</b>						
LGIP Investment Interest	427	700	150	200	(500)	-71.4%
<b>Subtotal Revenue</b>	<b>427</b>	<b>700</b>	<b>150</b>	<b>200</b>	<b>(500)</b>	<b>-71.4%</b>
Beginning Cash & Investments	56,083	56,510	56,510	33,660	(22,850)	-40.4%
<b>Total Sources</b>	<b>56,510</b>	<b>57,210</b>	<b>56,660</b>	<b>33,860</b>	<b>(23,350)</b>	<b>-40.8%</b>
<b>EXPENDITURES</b>						
Engine 98 Repair			23,000		-	
<b>Subtotal Expenditures</b>	<b>-</b>	<b>-</b>	<b>23,000</b>	<b>-</b>	<b>-</b>	
Ending Cash & Investments	56,510	57,210	33,660	33,860	(23,350)	-40.8%
<b>Total Uses</b>	<b>56,510</b>	<b>57,210</b>	<b>56,660</b>	<b>33,860</b>	<b>(23,350)</b>	<b>-40.8%</b>



Engine 98



# City of Black Diamond Preliminary Budget 2011

## Street Department Fund 101

The Street Department is responsible for maintaining, planning and upgrading public streets and sidewalks. Major activities in the Street department include maintaining the street signs and pavement markings, snow plowing, street sanding during ice conditions, roadside mowing and brushing, pavement maintenance, roadway reconstruction, managing the right of way, providing street lighting and signal maintenance and street network planning and review.

Street revenue from Gas Tax is expected to be a little higher next year based on 2010 collections. Additional revenue and expenses are budgeted for funding of a portion of the Public Works Assistant.

The Funding Agreement reimbursement increased in 2011 to cover the additional cost of the Public Works Assistant position, and other central costs for insurance, audit and legal have also increased next year.

Public Works and support staff are allocated a certain percentage of their pay to the Street department. This distribution is as follows:

2011 Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Waste water Fund	Storm water Fund
Admin Assistant 1	1.00		0.10		0.3	0.3	0.3
Deputy City Clerk	1.00		0.60	0.04	0.12	0.12	0.12
Senior Accountant	0.75		0.45	0.03	0.09	0.09	0.09
<b>Support Staff Total</b>	<b>2.75</b>		<b>1.15</b>	<b>0.07</b>	<b>0.51</b>	<b>0.51</b>	<b>0.51</b>
Public Works Director - Funding Agreement	1.00		0.10	0.15	0.25	0.25	0.25
Admin Assistant 3 - Funding Agreement	1.00			0.25	0.25	0.25	0.25
<b>Funding - Reimbursement for Utilities</b>		<b>2.00</b>	<b>-0.10</b>	<b>-0.40</b>	<b>-0.50</b>	<b>-0.50</b>	<b>-0.50</b>
Utilities Supervisor	1.00		0.10	0.15	0.25	0.25	0.25
Utility Worker	1.00		0.10	0.15	0.25	0.25	0.25
Utilities Operator	1.00		0.10	0.15	0.25	0.25	0.25
Seasonal Help for Parks	0.42		0.04	0.06	0.10	0.10	0.10
<b>Public Works Total</b>	<b>5.42</b>	<b>2.00</b>	<b>0.34</b>	<b>0.51</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>
<b>Grand Total Budget Positions</b>	<b>8.17</b>	<b>2.00</b>	<b>1.49</b>	<b>0.58</b>	<b>1.36</b>	<b>1.36</b>	<b>1.36</b>



## City of Black Diamond Preliminary Budget 2011

101 Street Fund						
	2009	2010	2010		10 to 11	%
	Actual	Budget	Estimate	2011	Bdgt	Budget
			Year End	Budget	Change	Change
<b>REVENUE</b>						
1 Street Gas Tax	90,390	85,000	91,627	91,500	6,500	7.6%
2 Street/Sidewalk Cut/Curb Variance	494	700	400	400	(300)	-42.9%
3 Right of Way Permit	12,440	3,500	6,470	5,000	1,500	42.9%
4 Annex - Diverted County Road Property Tax			10,698		-	
5 <b>Operating Revenue</b>	<b>103,324</b>	<b>89,200</b>	<b>109,195</b>	<b>96,900</b>	<b>7,700</b>	<b>8.6%</b>
6 Funding-Sal & Ben Reimbursement	18,208	30,036	21,000	41,338	11,302	37.6%
7 Transfer back from RR Ave Project				24,000		
8 Investment Interest	3,150	4,200	900	900	(3,300)	-78.6%
9 <b>Total Other Revenue</b>	<b>21,358</b>	<b>34,236</b>	<b>21,900</b>	<b>66,238</b>	<b>32,002</b>	<b>93.5%</b>
10 <b>Total All Revenue</b>	<b>124,682</b>	<b>123,436</b>	<b>131,095</b>	<b>163,138</b>	<b>39,702</b>	<b>32.2%</b>
11 Beginning Cash & Investments	425,006	386,427	386,427	348,850	(37,577)	-9.7%
12 <b>Total Sources</b>	<b>549,688</b>	<b>509,863</b>	<b>517,522</b>	<b>511,988</b>	<b>2,125</b>	<b>0.4%</b>
<b>EXPENDITURES</b>						
13 Salaries and Benefits	72,565	87,786	81,406	99,976	12,190	13.9%
14 Furlough Days		(2,095)		(842)	1,253	-59.8%
15 <b>Total Salaries and Benefits</b>	<b>72,565</b>	<b>85,691</b>	<b>81,406</b>	<b>99,134</b>	<b>13,443</b>	<b>15.7%</b>
16 Roadside Maintenance Supplies	2,120	3,500	1,000	3,500	-	0.0%
17 Allocated Office Supplies, Copies, Postage	2,948	1,913	1,884	1,773	(140)	-7.3%
18 Operating Supplies & Uniforms	148	1,080	500	800	(280)	-25.9%
19 Street Signs	1,395	2,000	2,000	2,400	400	20.0%
20 Sand & Salt	1,646	1,500	1,500	1,600	100	6.7%
21 Fuel	1,139	1,900	1,800	1,400	(500)	-26.3%
22 Small Tools and Equipment	247	1,000	500	1,200	200	20.0%
23 <b>Total Supplies</b>	<b>9,643</b>	<b>12,893</b>	<b>9,184</b>	<b>12,673</b>	<b>(220)</b>	<b>-1.7%</b>
24 Insurance	1,677	1,677	4,289	4,590	2,913	173.7%
25 Telephone/Postage (communications)	917	1,600	600	1,350	(250)	-15.6%
26 Prof Services-Transportation plan	5,900	5,000	5,000		(5,000)	-100.0%
27 Traffic Signal Maintenance	3,356	3,500	4,200	4,000	500	14.3%
28 Street Lights	27,060	29,000	29,000	29,000	-	0.0%
29 Street Striping	5,785	7,500		7,000	(500)	-6.7%
30 Street Sweeping & Cleaning	1,661	1,500	1,500		(1,500)	-100.0%
31 Travel, Memberships and Training	263	1,500	500	1,600	100	6.7%
32 Advertising	60	100		100	-	0.0%
33 Vehicle & Shop Maintenance & Misc	3,145	5,000	2,500	3,000	(2,000)	-40.0%
34 Utilities (elect, gas, water, sewer, etc.)	2,435	2,605	1,500	1,860	(745)	-28.6%
35 Legal costs	4,893	9,120	11,500	11,000	1,880	20.6%
36 Audit - share of costs	2,069	-	305	2,500	2,500	100.0%
37 Cost Alloc- Administration	6,276	7,190	7,188	8,488	1,298	18.1%
38 <b>Total Services &amp; Charges</b>	<b>65,497</b>	<b>75,292</b>	<b>68,082</b>	<b>74,488</b>	<b>(804)</b>	<b>-1.1%</b>
39 <b>Total Operating Expenses</b>	<b>147,705</b>	<b>173,876</b>	<b>158,672</b>	<b>186,295</b>	<b>12,419</b>	<b>7.1%</b>
40 Transfer out-CIP Street Preservation		20,000			(20,000)	-100.0%
41 Transfer for Equipment-CIP	10,000	10,000	10,000	10,000	-	0.0%
42 Transfer out Ginder Creek	5,556	-			-	
43 <b>Total Other Expenditures</b>	<b>15,556</b>	<b>30,000</b>	<b>10,000</b>	<b>10,000</b>	<b>(20,000)</b>	<b>-66.7%</b>
44 <b>Total All Expenditures</b>	<b>163,261</b>	<b>203,876</b>	<b>168,672</b>	<b>196,295</b>	<b>(7,581)</b>	<b>-3.7%</b>
45 Ending Cash & Investments	386,427	305,987	348,850	315,693	9,706	3.2%
46 <b>Total Uses</b>	<b>549,688</b>	<b>509,863</b>	<b>517,522</b>	<b>511,988</b>	<b>2,125</b>	<b>0.4%</b>

★ Three months of expenditures are \$46,575



# City of Black Diamond Preliminary Budget 2011

## 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.

102 PW Equipment Reserve						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	2010 to 2011 Bdgt Change	% Budget Change
<b>REVENUE</b>						
LGIP Investment Interest	950	1,200	325	325	(875)	-72.9%
Transfer in Water Capital	10,000	10,000	10,000	10,000	-	0.0%
Transfer in Wastewtr Capital	-	10,000	10,000	10,000	-	0.0%
Transfer from Sewer for Equipment	10,000	-	-	-	-	-
Transfer in Stormwater Fund	10,000	10,000	10,000	10,000	-	0.0%
Transfer from Street for Equipment	10,000	10,000	10,000	10,000	-	0.0%
<b>Total Revenue</b>	<b>40,950</b>	<b>41,200</b>	<b>40,325</b>	<b>40,325</b>	<b>(875)</b>	<b>-2.1%</b>
Beginning Cash & Investments	122,725	163,675	163,675	179,295	15,620	9.5%
<b>Total Sources</b>	<b>163,675</b>	<b>204,875</b>	<b>204,000</b>	<b>219,620</b>	<b>14,745</b>	<b>7.2%</b>
<b>EXPENDITURES</b>						
1998 Ford Dump Truck	-	24,705	24,705	-	(24,705)	-100.0%
Slope Mower	-	-	-	75,000	75,000	100.0%
Used 2 - 3 ton Utility Truck	-	-	-	25,000	25,000	100.0%
Radios	-	-	-	5,000	5,000	100.0%
<b>Total Expenditures</b>	<b>-</b>	<b>24,705</b>	<b>24,705</b>	<b>105,000</b>	<b>80,295</b>	<b>325.0%</b>
Ending Cash & Investments	163,675	180,170	179,295	114,620	(65,550)	-36.4%
<b>Total Uses</b>	<b>163,675</b>	<b>204,875</b>	<b>204,000</b>	<b>219,620</b>	<b>14,745</b>	<b>7.2%</b>





## City of Black Diamond Preliminary Budget 2011

### 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. For detailed projects, see the 310 Fund section in this document.

104 Real Estate Excise Tax 1 (REET I)						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>REVENUE</b>						
R1 1/4% Reet Tax	38,446	30,000	40,000	30,000	-	0.0%
Transfer in from 105 Fund				70,000	70,000	100.0%
LGIP Investment Interest	8,240	9,800	2,000	1,600	(8,200)	-83.7%
<b>Subtotal Revenue</b>	<b>46,686</b>	<b>39,800</b>	<b>42,000</b>	<b>101,600</b>	<b>61,800</b>	<b>155.3%</b>
Beginning Cash & Investments	932,882	710,483	710,483	393,511	(316,972)	-44.6%
<b>Total Sources</b>	<b>979,569</b>	<b>750,283</b>	<b>752,483</b>	<b>495,111</b>	<b>(255,172)</b>	<b>-34.0%</b>
<b>EXPENDITURES</b>						
Transfer to 310 Fund	269,086	358,972	358,972	179,500	(179,472)	-50.0%
<b>Subtotal Expenditures</b>	<b>269,086</b>	<b>358,972</b>	<b>358,972</b>	<b>179,500</b>	<b>(179,472)</b>	<b>-50.0%</b>
Ending Cash & Investments	710,483	391,311	393,511	315,611	(75,700)	-19.3%
<b>Total Uses</b>	<b>979,569</b>	<b>750,283</b>	<b>752,483</b>	<b>495,111</b>	<b>(255,172)</b>	<b>-34.0%</b>



## City of Black Diamond Preliminary Budget 2011

### 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. REET 2 monies in Black Diamond are transferred to Fund 320 for Street and Public Works capital projects.

For detailed projects, see the 320 Fund section of this document.

105 Real Estate Excise Tax 2 (REET 2)						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>REVENUE</b>						
R2 1/4% REET Tax	38,446	30,000	40,000	30,000	-	0.0%
LGIP Investment Interest	7,988	9,800	2,500	3,500	(6,300)	-64.3%
<b>Subtotal Revenue</b>	<b>46,434</b>	<b>39,800</b>	<b>42,500</b>	<b>33,500</b>	<b>(6,300)</b>	<b>-15.8%</b>
Beginning Cash & Investments	1,097,802	819,237	819,237	538,237	(281,000)	-34.3%
<b>Total Sources</b>	<b>1,144,237</b>	<b>859,037</b>	<b>861,737</b>	<b>571,737</b>	<b>(287,300)</b>	<b>-33.4%</b>
<b>EXPENDITURES</b>						
Transfer out 320 PW Capital	325,000	323,500	323,500	120,000	(203,500)	-62.9%
Transfer to 104 REET 1				70,000		
<b>Subtotal Expenditures</b>	<b>325,000</b>	<b>323,500</b>		<b>190,000</b>	<b>(133,500)</b>	<b>-41.3%</b>
Ending Cash & Investments	819,237	535,537	538,237	381,737	(153,800)	-28.7%
<b>Total Uses</b>	<b>1,144,237</b>	<b>859,037</b>	<b>538,237</b>	<b>571,737</b>	<b>(287,300)</b>	<b>-33.4%</b>



# City of Black Diamond Preliminary Budget 2011

## 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 partially supports one full time officer. Additional funds are used for special training, the Police K9 (dog) program, Dare Program, training, communication and the annual system maintenance costs for the Police Records System.

122 Criminal Justice Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	2010 to 2011 Bdgt Change	% Budget Change
<b>REVENUE</b>						
Local Criminal Justice Funds	83,023	83,000	80,000	83,000	-	0.0%
Criminal Justice Pop	1,000	1,000	1,000	1,000	-	0.0%
Criminal Justice Spec. Program	4,780	4,200	4,500	4,900	700	16.7%
Grants and Donations	9,896	3,250	1,300	1,000	(2,250)	-69.2%
Confiscated & Forfeited Prop	544	-	2,025	1,000	1,000	100.0%
LGIP Investment Interest	828	1,000	250	350	(650)	-65.0%
<b>Subtotal Revenue</b>	<b>100,071</b>	<b>92,450</b>	<b>89,075</b>	<b>91,250</b>	<b>(1,200)</b>	<b>-1.3%</b>
Beginning Cash & Investments	125,461	101,608	101,608	70,288	(31,320)	-30.8%
<b>Total Sources</b>	<b>225,532</b>	<b>194,058</b>	<b>190,683</b>	<b>161,538</b>	<b>(32,520)</b>	<b>-16.8%</b>
<b>EXPENDITURES</b>						
Operating Supplies	630	1,950	100	1,750	(200)	-10.3%
Communications	869	1,000	-	-	(1,000)	-100.0%
Lodging, Meals & Mileage	148	2,500	500	2,500	-	0.0%
Training and Building Rental for Training	7,852	12,591	8,270	11,590	(1,001)	-8.0%
K-9 Program	6,583	6,150	600	1,600	(4,550)	-74.0%
Lexipol	2,450	5,950	4,900	5,950	-	0.0%
Spillman Records Maintenance	-	-	-	11,100	11,100	100%
Investigations	-	-	2,025	-	-	-
Insurance	317	317	-	-	(317)	-100.0%
Dare Program	2,853	3,737	2,000	3,050	(687)	-18.4%
Transfer out General Fund 001	102,223	102,000	102,000	90,000	(12,000)	-11.8%
<b>Total Expenditures</b>	<b>123,924</b>	<b>136,195</b>	<b>120,395</b>	<b>127,540</b>	<b>(8,655)</b>	<b>-6.4%</b>
Ending Cash & Investments	101,608	57,863	70,288	33,998	(23,865)	-41.2%
<b>Total Uses</b>	<b>225,532</b>	<b>194,058</b>	<b>190,683</b>	<b>161,538</b>	<b>(32,520)</b>	<b>-16.8%</b>

# Utility Funds



*Dan Dal Santo, Utility Supervisor*



# City of Black Diamond Preliminary Budget 2011

## Water Department Fund 401

The Water department provides clean, safe and reliable drinking water to the residents of Black Diamond except for those residents who live around Lake Sawyer. The water utility is responsible for the operation and maintenance of the City's springs, tanks, water treatment, pump stations, water mains, fire hydrants and meters.

The monthly water bill revenue is used to pay for the administration, monitoring, testing, pumping, maintenance and replacement of the existing water system. The 2008 Pac West rate study recommended several rate increase options. Council chose the least expensive option of 15% rate increases for 2009, 2010 and 2011. The first year was implemented in 2009, but the 15% for 2010 was deferred due to the poor economy. Council will hold a work study in November and a public hearing December 2<sup>nd</sup> to consider the 2011 rates.

The fuel, tools, professional services, training, and general service cost allocations are distributed equitably between the Public Works funds. Salaries and benefits for the PW Administrative Assistant 3 hired in August and allocated 25% to Water has increased to cover a full year. Funding agreement reimbursement increased in 2011 to cover the additional cost of the Public Works Assistant position.

Public Works and support staff are allocated a percentage of their pay to the Water department. This distribution is as follows:

2011 Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Waste water Fund	Storm water Fund
Admin Assistant 1	1.00		0.10		0.3	0.3	0.3
Deputy City Clerk	1.00		0.60	0.04	0.12	0.12	0.12
Senior Accountant	0.75		0.45	0.03	0.09	0.09	0.09
<b>Support Staff Total</b>	<b>2.75</b>		<b>1.15</b>	<b>0.07</b>	<b>0.51</b>	<b>0.51</b>	<b>0.51</b>
Public Works Director - Funding Agreement	1.00		0.10	0.15	0.25	0.25	0.25
Admin Assistant 3 - Funding Agreement	1.00			0.25	0.25	0.25	0.25
<b>Funding - Reimbursement for Utilities</b>		<b>2.00</b>	<b>-0.10</b>	<b>-0.40</b>	<b>-0.50</b>	<b>-0.50</b>	<b>-0.50</b>
Utilities Supervisor	1.00		0.10	0.15	0.25	0.25	0.25
Utility Worker	1.00		0.10	0.15	0.25	0.25	0.25
Utilities Operator	1.00		0.10	0.15	0.25	0.25	0.25
Seasonal Help for Parks	0.42		0.04	0.06	0.10	0.10	0.10
<b>Public Works Total</b>	<b>5.42</b>	<b>2.00</b>	<b>0.34</b>	<b>0.51</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>
<b>Grand Total Budget Positions</b>	<b>8.17</b>	<b>2.00</b>	<b>1.49</b>	<b>0.58</b>	<b>1.36</b>	<b>1.36</b>	<b>1.36</b>



## City of Black Diamond Preliminary Budget 2011

401 Water Fund						
	2009	2010	2010		10 to 11	%
	Actual	Budget	Estimate	2011	Bdgt	Budget
			Year End	Budget	Change	Change
<b>REVENUE</b>						
1 User Charges	399,518	395,000	395,000	395,000	-	0.0%
2 Surcharge @ \$2.30 per customer	3,235				-	
3 Deposits and Reimbursements	500	100	600	600	500	500.0%
4 Late Charges & Name Changes	14,263	13,860	16,225	16,000	2,140	15.4%
5 <b>Operating Revenue</b>	<b>417,516</b>	<b>408,960</b>	<b>411,825</b>	<b>411,600</b>	<b>2,640</b>	<b>0.6%</b>
6 Funding PW Reimbursement	30,346	43,436	33,455	55,125	11,689	26.9%
7 Investment Interest	948	1,100	300	500	(600)	-54.5%
8 Transfer from Water Capital Fund	125,000	125,000	125,000	125,000	-	0.0%
9 <b>Subtotal Other Revenue</b>	<b>156,294</b>	<b>169,536</b>	<b>158,755</b>	<b>180,625</b>	<b>11,089</b>	<b>6.5%</b>
10 <b>Total Revenue</b>	<b>573,810</b>	<b>578,496</b>	<b>570,580</b>	<b>592,225</b>	<b>13,729</b>	<b>2.4%</b>
11 Beginning Cash & Investments	137,782	150,641	150,647	133,745	(16,896)	-11.2%
12 <b>Total Sources</b>	<b>711,592</b>	<b>729,137</b>	<b>721,227</b>	<b>725,970</b>	<b>(3,167)</b>	<b>-0.4%</b>
<b>EXPENDITURES</b>						
13 Salary and Benefits	146,677	163,279	159,320	165,622	2,343	1.4%
14 Furlough Days		(3,959)		(1,384)	2,575	-65.0%
15 <b>Total Salaries and Benefits</b>	<b>146,677</b>	<b>159,320</b>	<b>159,320</b>	<b>164,238</b>	<b>4,918</b>	<b>3.1%</b>
16 Operating & Office Supplies/Uniforms	5,889	6,300	3,500	3,150	(3,150)	-50.0%
17 Allocated Office Supplies, Copies, Postage	6,545	5,738	7,188	6,945	1,207	21.0%
18 Caustic (potassium hydroxide)	14,429	12,000	12,000	12,000	-	0.0%
19 Fuel	1,791	2,000	2,000	2,300	300	15.0%
20 Small tools	489	1,000	350	1,000	-	0.0%
21 <b>Total Supplies</b>	<b>29,144</b>	<b>27,038</b>	<b>25,038</b>	<b>25,395</b>	<b>(1,643)</b>	<b>-6.1%</b>
22 Insurance	22,174	23,526	18,272	19,551	(3,975)	-16.9%
23 Telephone/DSL/Radios	2,548	2,500	2,300	2,500	-	0.0%
24 Prof Services (Sensus Software Supt & Maint)	968	3,000	1,434	4,500	1,500	50.0%
25 Water Testing	871	1,000	1,000	1,500	500	50.0%
26 Health Dept and Other Permits	1,608	1,700	2,850	1,700	-	0.0%
27 Repairs & Maintenance/locates	5,007	5,700	3,850	5,800	100	1.8%
28 Travel, Memberships and Training	1,443	1,900	1,100	1,900	-	0.0%
29 Electricity/Gas	31,563	37,000	37,000	34,000	(3,000)	-8.1%
30 Water, Sewer, Drainage and Garbage	914	1,000	1,035	1,060	60	6.0%
31 Legal Services	4,893	13,680	15,703	16,500	2,820	20.6%
32 Postage/Printing	2,103	2,500	2,620	2,500	-	0.0%
33 Advertising and Misc.	210	550	450	500	(50)	-9.1%
34 Audit - Share of costs	5,173	-	764	6,250	6,250	100.0%
35 Cost Allocation	18,820	21,570	21,576	25,465	3,895	18.1%
36 Taxes Utility	25,048	23,700	24,710	24,696	996	4.2%
37 Taxes B&O	17,962	15,500	16,700	17,000	1,500	9.7%
38 <b>Total Services &amp; Charges</b>	<b>141,305</b>	<b>154,826</b>	<b>151,364</b>	<b>165,422</b>	<b>10,596</b>	<b>6.8%</b>
39 <b>Total Operating Expenditures</b>	<b>317,126</b>	<b>341,184</b>	<b>335,722</b>	<b>355,055</b>	<b>13,871</b>	<b>4.1%</b>
40 Transfer for Equipment		10,000	10,000	10,000	-	0.0%
41 Debt Service for Water Meters				48,300	48,300	
42 Debt Services	959,477	956,220	934,420	926,153	(30,067)	-3.1%
43 Debt Svs-Developer Payment	(715,651)	(714,917)	(692,660)	(686,446)	28,471	-4.0%
44 <b>Subtotal Other Expenditures</b>	<b>243,826</b>	<b>251,303</b>	<b>251,760</b>	<b>298,007</b>	<b>46,704</b>	<b>18.6%</b>
45 <b>Total Expenditures</b>	<b>560,952</b>	<b>592,487</b>	<b>587,482</b>	<b>653,062</b>	<b>60,575</b>	<b>10.2%</b>
46 Ending Cash & Investments	150,641	136,650	133,745	72,908	(63,742)	-46.6%
47 <b>Total Uses</b>	<b>711,593</b>	<b>729,137</b>	<b>721,227</b>	<b>725,970</b>	<b>(3,167)</b>	<b>-0.4%</b>

★ Three months expenditures are \$88,764



## City of Black Diamond

### Water Debt Analysis

Issue Date	Issue Amount	Type	Purpose	Maturity Date	12/31/2010 debt owed	2011 Principal	2011 Interest	2011 Debt Svs	2011	2011	2011	2011	Total Debt Service
									Water Operating	Water Capt Res	Total Water	Developer Reimb	
1995	200,000	PWTF	Wtr Repair	2015	53,248	10,651	2,663	13,314	13,314		13,314	0	13,846
2006	180,000	PWTF	Cor Contrl	2022	135,000	11,250	675	11,925	11,925		11,925	0	11,982
2005	3,407,063 2,040,757	PWTF	Tac 500mg Pump Fac, Res & lines	2024	4,136,814	295,500	20,684	316,184	89,468	125,000	214,468	101,716	316,184
	5,447,820												
2004	11,334,510	Tac Water	Deve Wtr Cr	2013	1,688,190	562,730	22,000	584,730	0	0	0	584,730	584,730
Totals	17,162,330				6,013,252	880,131	46,022	926,153	114,707	125,000	239,707	686,446	926,742
Total net Water fund 2010 Debt Service									\$114,707	\$125,000	\$239,707		

1/1/2011

\*Black Diamond hold a letter of credit from Palmer Coking for their balance owing of \$1,424,024 of PWTF Loan. Fourteen payments of \$101,716.

\*\*Black Diamond holds a letter of credit from BD Partners for the \$1,688,190 balance owing To Tacoma Water. Three Payments of Principal & Interest.



## City of Black Diamond Preliminary Budget 2011

### 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 and is not included until after the developer and City Council approvals are received. This project will prepare capacity and transmission in preparation for City growth, and is further detailed in the Capital Improvement Plan this year.

402 Water Supply and Facility Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>REVENUE</b>						
Developer Contributions	-	-	-	140,000	140,000	100.0%
HUD Grant For In-City Forest	236,337	-	-	-	-	-
LGIP Investment Interest	377	300	100	-	(300)	-100.0%
WSFFA transfer to correct prior year error	-	-	53,678	-	-	-
<b>Total Revenue</b>	<b>236,714</b>	<b>300</b>	<b>53,778</b>	<b>140,000</b>	<b>139,700</b>	<b>46566.7%</b>
Beginning Cash & Investments	89,105	14,352	14,352	29,939	15,587	108.6%
<b>Total Sources</b>	<b>325,820</b>	<b>14,652</b>	<b>68,130</b>	<b>169,939</b>	<b>155,287</b>	<b>1059.8%</b>
<b>EXPENDITURES</b>						
Legal Services	6,522	-	-	-	-	-
WSFFA-Palmer Easementt-Appraisal	65,000	-	-	-	-	-
Tacoma Water-Construction	-	-	39,191	-	-	-
Water Rate Study	1,809	-	-	-	-	-
Springs Project	1,800	-	-	140,000	140,000	100%
In-City Forest Project	236,337	-	-	-	-	-
<b>Total Expenditures</b>	<b>311,468</b>	<b>-</b>	<b>39,191</b>	<b>140,000</b>	<b>140,000</b>	<b>100%</b>
Ending Cash & Investments	14,352	14,652	28,939	29,939	15,287	104.3%
<b>Total Uses</b>	<b>325,820</b>	<b>14,652</b>	<b>68,130</b>	<b>169,939</b>	<b>155,287</b>	<b>1059.8%</b>



# City of Black Diamond Preliminary Budget 2011

## Water Capital Fund 404

As part of the six year Capital Improvement Program Black Diamond adopts each year, Water related projects are included here. This section includes the budget for those Water Capital projects identified in the CIP for 2011.

Capital Facility charges cover the cost of expanding the water system to meet the needs of new customers and are used for capacity projects. A \$230,000 loan from the Wastewater utility is proposed to spread the cost of the meter replacement program over a five year period. The debt repayment for the meter replacement will be an obligation of current water customers and is funded out of water rates.

404 Water Capital Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>REVENUE</b>						
1 Investment Interest	5,724	15,000	1,300	1,000	(14,000)	-93.3%
2 Loan from Wstwtr 408 for Meters			230,000		-	100.0%
3 <b>Total Revenue</b>	<b>5,724</b>	<b>15,000</b>	<b>231,300</b>	<b>1,000</b>	<b>(14,000)</b>	<b>-93.3%</b>
6 Beginning Cash & Investments	629,009	629,009	629,009	601,309	(27,700)	-4.4%
7 <b>Total Sources</b>	<b>634,734</b>	<b>644,009</b>	<b>860,309</b>	<b>602,309</b>	<b>(41,700)</b>	<b>-6.5%</b>
<b>EXPENDITURES</b>						
8 Meter Replacement Program	52,075	100,000	80,000	100,000	-	0.0%
9 Water System Plan	15,065				-	
10 Water Design Study	-				-	
11 Previous Year WSFFA Transfer			54,000		-	
12 Transfer out - to Equipment Reserve	10,000				-	
13 Transfer out - to Water Fund	125,000	125,000	125,000	125,000	-	0.0%
14 <b>Total Expenditures</b>	<b>202,140</b>	<b>225,000</b>	<b>259,000</b>	<b>225,000</b>	<b>-</b>	<b>0.0%</b>
15 Ending Cash & Investments	629,009	419,009	601,309	377,309	(41,700)	-10.0%
16 <b>Total Uses</b>	<b>831,149</b>	<b>644,009</b>	<b>860,309</b>	<b>602,309</b>	<b>(41,700)</b>	<b>-6.5%</b>
* Developer Funded Springs Project of \$140,000 for 2011 not included until scope and final amount is approved by all parties.						



## City of Black Diamond Preliminary Budget 2011

### Wastewater Department Fund 407

The Wastewater department provides for the planning, operation and maintenance of the sewer collection system, local customer service, billing and collection. This department also provides for the transmission and treatment of sewage by contract with King County Wastewater Division.

In January 2011, King County is increasing their base rates from \$31.90 to \$36.10 per month. This rate change is charged to customers and paid to King County to cover their cost of providing wastewater treatment. Funding reimbursement is increasing to cover the additional cost of a full year of the Public Works Assistant position.

Salaries, benefits and supplies for the PW Administrative Assistant 3 hired in August and allocated 25% to Wastewater has increased to cover a full year. The fuel, tools, professional services, training, and general service cost allocations are distributed equitably between the Public Works funds. Some administrative costs have gone up this year including insurance, audit, central services and legal.

The City share of the Wastewater rate does not cover operating costs. A City Council Workstudy session in November 2010 has been scheduled to review rates.

Public Works and support staff are allocated a certain percentage of their pay to the Wastewater department. This distribution is as follows:

2011 Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Waste water Fund	Storm water Fund
Admin Assistant 1	1.00		0.10		0.3	0.3	0.3
Deputy City Clerk	1.00		0.60	0.04	0.12	0.12	0.12
Senior Accountant	0.75		0.45	0.03	0.09	0.09	0.09
<b>Support Staff Total</b>	<b>2.75</b>		<b>1.15</b>	<b>0.07</b>	<b>0.51</b>	<b>0.51</b>	<b>0.51</b>
Public Works Director - Funding Agreement	1.00		0.10	0.15	0.25	0.25	0.25
Admin Assistant 3 - Funding Agreement	1.00			0.25	0.25	0.25	0.25
<b>Funding - Reimbursement for Utilities</b>		<b>2.00</b>	<b>-0.10</b>	<b>-0.40</b>	<b>-0.50</b>	<b>-0.50</b>	<b>-0.50</b>
Utilities Supervisor	1.00		0.10	0.15	0.25	0.25	0.25
Utility Worker	1.00		0.10	0.15	0.25	0.25	0.25
Utilities Operator	1.00		0.10	0.15	0.25	0.25	0.25
Seasonal Help for Parks	0.42		0.04	0.06	0.10	0.10	0.10
<b>Public Works Total</b>	<b>5.42</b>	<b>2.00</b>	<b>0.34</b>	<b>0.51</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>
<b>Grand Total Budget Positions</b>	<b>8.17</b>	<b>2.00</b>	<b>1.49</b>	<b>0.58</b>	<b>1.36</b>	<b>1.36</b>	<b>1.36</b>



## City of Black Diamond Preliminary Budget 2011

407 Wastewater Fund							
		2009	2010	2010		10 to 11	%
		Actual	Budget	Estimate	2011	Bdgt	Budget
				Year End	Budget	Change	Change
<b>REVENUE</b>							
1	Metro Sewer Charges	375,240	377,500	377,500	438,396	60,896	16.1%
2	Soos Creek Charges	46,833	47,894	47,894	47,894	0	0.0%
3	Wastewater City Charges	170,898	164,106	164,106	164,106	0	0.0%
4	<b>Operating Revenue</b>	<b>592,971</b>	<b>589,500</b>	<b>589,500</b>	<b>650,396</b>	<b>60,896</b>	<b>10.3%</b>
5	<b>Other Revenues</b>						
6	Miscellaneous Reimbursements	1,810	1,400	1,000	1,000	(400)	-28.6%
7	Funding - PW Director Reimburse	30,346	43,436	33,455	55,125	11,689	26.9%
8	Investment Interest	1,194	1,650	325	400	(1,250)	-75.8%
9	Transfer from Capital or Operating		50,000	50,000	50,000	-	0.0%
10	<b>Total Other Revenue</b>	<b>33,350</b>	<b>96,486</b>	<b>84,780</b>	<b>106,525</b>	<b>10,039</b>	<b>10.4%</b>
11	<b>Total Revenue</b>	<b>626,321</b>	<b>685,986</b>	<b>674,280</b>	<b>756,921</b>	<b>70,935</b>	<b>10.3%</b>
12	Beginning Cash & Investments	172,115	120,137	120,137	93,949	(26,188)	-21.8%
13	<b>Total Sources</b>	<b>798,436</b>	<b>806,123</b>	<b>794,417</b>	<b>850,870</b>	<b>44,747</b>	<b>5.6%</b>
<b>EXPENDITURES</b>							
14	Salaries and Benefits	149,402	163,279	145,890	163,519	240	0.1%
15	Furlough Days	(3,348)	(3,959)		(1,383)	2,576	-65.1%
16	<b>Total Salaries &amp; Benefits</b>	<b>146,054</b>	<b>159,320</b>	<b>145,890</b>	<b>162,136</b>	<b>2,816</b>	<b>1.8%</b>
17	Office & Operating Supplies, Uniforms	1,206	2,760	1,400	3,200	440	15.9%
18	Allocated Office Supplies, Copies, Postage	6,545	5,738	7,188	6,945	1,207	21.0%
19	Fuel	1,780	2,000	2,500	2,300	300	15.0%
20	Small Tools		1,000	500	500	(500)	-50.0%
21	<b>Total Supplies</b>	<b>9,531</b>	<b>11,498</b>	<b>11,588</b>	<b>12,945</b>	<b>1,447</b>	<b>12.6%</b>
22	Insurance	9,578	9,578	9,973	10,672	1,094	11.4%
23	Professional Services	420	1,500	-		1,500	100.0%
24	Repairs & Maintenance	1,259	1,500	1,500	1,500	-	0.0%
25	Travel, Memberships and Training	98	1,200	500	1,200	-	0.0%
26	Electricity & Gas	1,941	2,200	1,900	2,100	(100)	-4.5%
27	Utilities	1,248	1,500	950	1,130	(370)	-24.7%
28	Telephone & Postage	4,481	5,000	4,900	5,300	300	6.0%
29	Legal Services	11,013	13,680	16,800	16,500	2,820	20.6%
30	Audit - share of costs	5,173	-	764	6,250	6,250	100.0%
31	Cost Allocations	18,820	21,570	21,576	25,465	3,895	18.1%
32	Taxes Utility	35,687	35,400	33,933	36,150	750	2.1%
33	Taxes B&O	5,924	5,200	4,800	6,000	800	15.4%
34	<b>Total Services &amp; Charges</b>	<b>95,641</b>	<b>98,328</b>	<b>97,596</b>	<b>112,267</b>	<b>13,939</b>	<b>14.2%</b>
35	<b>Subtotal Operating Expenses</b>	<b>251,226</b>	<b>269,146</b>	<b>255,074</b>	<b>287,348</b>	<b>18,202</b>	<b>6.8%</b>
36	<b>Other Expenses</b>					-	
37	King County Metro	375,240	377,500	377,500	438,396	60,896	16.1%
38	Soos Creek	46,833	47,894	47,894	47,894	-	0.0%
39	<b>Total Payment Sewer Treatment</b>	<b>422,073</b>	<b>425,394</b>	<b>425,394</b>	<b>486,290</b>	<b>60,896</b>	<b>14.3%</b>
40	<b>Total Operating Expenditures</b>	<b>673,299</b>	<b>694,540</b>	<b>680,468</b>	<b>773,638</b>	<b>79,098</b>	<b>11.4%</b>
41	<b>Other Expenses</b>					-	
42	Transfer for Equipment-CIP		10,000	10,000	10,000	-	0.0%
43	Pressure Treatment Plant	5,000	10,000	10,000		(10,000)	-100.0%
45	<b>Subtotal Other Expenditures</b>	<b>5,000</b>	<b>20,000</b>	<b>20,000</b>	<b>10,000</b>	<b>(10,000)</b>	<b>-50.0%</b>
46	<b>Total Expenditures</b>	<b>678,299</b>	<b>714,540</b>	<b>700,468</b>	<b>783,638</b>	<b>69,098</b>	<b>9.7%</b>
47	Ending Cash & Investments	120,137	91,583	93,949	67,232	(24,351)	-26.6%
48	<b>Total Uses</b>	<b>798,436</b>	<b>806,123</b>	<b>794,417</b>	<b>850,870</b>	<b>44,747</b>	<b>5.6%</b>

★ Three months of expenditures are \$72,336



## City of Black Diamond Preliminary Budget 2011

### 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 2011.

The commitment of Public Works staff to several large 2010 transportation projects and the Master Planned Development application processing has affected the timing of the Infiltration and Inflow program and further work on the old wastewater treatment plant. The Wastewater Comp Plan work has been completed but new policy issues are under further consideration. For the Infiltration Project, the City will be researching and investigating the suspected sewer lines that are leaking water into the system in January and February of 2011 in order to identify several repair projects for the summer of 2011. The Wastewater utility will also consider a five year loan of \$230,000 to the Water department for the meter replacement program to spread the cost impact to water rate payers.



*Public Works Staff*





## City of Black Diamond Preliminary Budget 2011

408 Wastewater Capital Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
REVENUE						
Investment Interest	7,393	9,000	2,650	2,750	(6,250)	-69.4%
Meters-Install & Misc. Charges						
Loan Repay - Stormwater	20,400	30,600	30,400	30,400	(200)	-0.7%
Loan Repay - Technology	42,000	42,000	42,000	42,000		
Loan Payment - Water Meters				46,500	46,500	
Transfer in - Wastewater Operating	5,000	10,000	10,000		(10,000)	-100.0%
Total Revenue	74,793	91,600	85,050	121,650	30,050	32.8%
Beginning Cash & Investments	1,021,214	985,649	985,649	675,699	(309,950)	-31.4%
Total Sources	1,096,007	1,077,249	1,070,699	797,349	(279,900)	-26.0%
EXPENDITURES						
Transfer to Equipment Reserve	10,000					
Transfer to Wastewater Operating		50,000	50,000	50,000	-	0.0%
Morganville Wastewater Lift Station				30,000	30,000	100.0%
Loan to Stormwater Fund 410	50,000					
Infiltration Inflow		50,000	50,000	100,000	50,000	100.0%
Lawson Lift Station				50,000	50,000	100.0%
Wastewater Preservation						
Wastewater Comp Plan	50,358	65,000	65,000		(65,000)	-100.0%
Loan for Water Meters			230,000			
Manhole Replacement		20,000			(20,000)	-100.0%
Total Expenditures	110,358	185,000	395,000	230,000	45,000	24.3%
Ending Cash & Investments	985,649	892,249	675,699	567,349	(324,900)	-36.4%
Total Uses	1,096,007	1,077,249	1,070,699	797,349	(279,900)	-26.0%
	2009 A	2010 B	2010 YE	2011 B	2012 and Beyond	
Cash Reserves Capital	985,649	892,249	675,699	567,349		
Cash Reserves Operating	120,137	91,583	93,949	63,032		
Total Cash Reserves	1,105,786	983,832	769,648	630,381	630,381	
Loans Outstanding:	Police Technology 2012 -2014				60,000	
	Stormwater 2012 & 2013				40,000	
	Stormwater 2012, 2013 & 2014				30,000	
	Water Meters 2012 - 2016				230,000	
	Total Loans Outstanding				360,000	
	Grand Total Loans and Cash				990,381	



## City of Black Diamond Preliminary Budget 2011

### Stormwater Department Fund 410

The Stormwater utility's purpose is to protect the natural environment from the impacts of stormwater runoff by properly maintaining the city stormwater system and implementing the City's Stormwater Management Plan according to the Department of Ecology stormwater permit requirements.

Stormwater utility revenue is increasing from \$11.50 to \$13.00 in January 2011. This is the last increase as adopted by Council in November 2008. Funding reimbursement revenue has been increased to cover the full year costs of Administrative Assistant 3 Public Works position.

Salaries and benefits for the PW Administrative Assistant 3 hired in August and allocated 25% to Stormwater has increased to cover a full year. The fuel, tools, professional services, training, and general service cost allocations 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. The WIRA 9 is Black Diamond's share of the Water Quality project. Some administrative costs have gone up this year including insurance, audit, central services and legal.

Public Works and support staff are allocated a percentage of their salaries and benefits to the Stormwater department. This distribution is as follows:

2011 Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Waste water Fund	Storm water Fund
Admin Assistant 1	1.00		0.10		0.3	0.3	0.3
Deputy City Clerk	1.00		0.60	0.04	0.12	0.12	0.12
Senior Accountant	0.75		0.45	0.03	0.09	0.09	0.09
<b>Support Staff Total</b>	<b>2.75</b>		<b>1.15</b>	<b>0.07</b>	<b>0.51</b>	<b>0.51</b>	<b>0.51</b>
Public Works Director - Funding Agreement	1.00		0.10	0.15	0.25	0.25	0.25
Admin Assistant 3 - Funding Agreement	1.00			0.25	0.25	0.25	0.25
<b>Funding - Reimbursement for Utilities</b>		<b>2.00</b>	<b>-0.10</b>	<b>-0.40</b>	<b>-0.50</b>	<b>-0.50</b>	<b>-0.50</b>
Utilities Supervisor	1.00		0.10	0.15	0.25	0.25	0.25
Utility Worker	1.00		0.10	0.15	0.25	0.25	0.25
Utilities Operator	1.00		0.10	0.15	0.25	0.25	0.25
Seasonal Help for Parks	0.42		0.04	0.06	0.10	0.10	0.10
<b>Public Works Total</b>	<b>5.42</b>	<b>2.00</b>	<b>0.34</b>	<b>0.51</b>	<b>0.85</b>	<b>0.85</b>	<b>0.85</b>
<b>Grand Total Budget Positions</b>	<b>8.17</b>	<b>2.00</b>	<b>1.49</b>	<b>0.58</b>	<b>1.36</b>	<b>1.36</b>	<b>1.36</b>



## City of Black Diamond Preliminary Budget 2011

410 Stormwater Fund						
	2009	2010	2010		10 to 11	%
	Actual	Budget	Estimate	2011	Bdgt	Budget
			Year End	Budget	Change	Change
<b>REVENUE</b>						
1 1755 ERU's @ 11 mo. @ \$10.00	208,865					
2 1755 ERU's @ 11 mo. @ \$11.50		242,000	242,000		0	
3 1755 ERU's @ 12 mo. @ \$13.00				273,000	31,000	12.8%
4 Low Income Discount-estimate	(3,300)	(3,600)	(3,600)	(4,200)	(600)	16.7%
5 <b>Operating Revenue</b>	<b>205,565</b>	<b>238,400</b>	<b>238,400</b>	<b>268,800</b>	<b>30,400</b>	<b>12.8%</b>
7 <b>Other Revenue</b>						
8 Loan from Wastewater Reserve	50,000					
9 Funding-PW Dir Reimburse	30,346	43,436	33,455	55,124	11,688	26.9%
10 Insurance recovery - Legal Costs			3,500			
11 Investment Interest	348	500	300	350	(150)	-30.0%
12 <b>Total Other Revenue</b>	<b>80,694</b>	<b>43,936</b>	<b>37,255</b>	<b>55,474</b>	<b>11,538</b>	<b>26.3%</b>
13 <b>Total Revenue</b>	<b>286,259</b>	<b>282,336</b>	<b>275,655</b>	<b>324,274</b>	<b>41,938</b>	<b>14.9%</b>
14 Beginning Cash & Investments	32,110	84,402	74,402	49,262	(35,140)	-41.6%
15 <b>Total Sources</b>	<b>318,369</b>	<b>366,738</b>	<b>350,057</b>	<b>373,536</b>	<b>6,798</b>	<b>1.9%</b>
<b>EXPENDITURES</b>						
16 Salary and Benefits	149,402	163,279	145,784	162,929	(350)	-0.2%
17 Furlough Days	(3,348)	(3,959)		(1,384)	2,575	-65.0%
18 <b>Total Salaries &amp; Benefits</b>	<b>146,054</b>	<b>159,320</b>	<b>145,784</b>	<b>161,545</b>	<b>2,225</b>	<b>1.4%</b>
19 Operating Supplies and Uniforms	1,381	1,550	1,250	1,560	10	0.6%
20 Allocated Office Supplies, Copies, Postage	6,545	5,738	7,188	6,945	1,207	21.0%
21 Fuel	1,780	2,000	2,640	2,300	300	15.0%
22 Small Tools and Equipment	324	500	500	600	100	20.0%
23 <b>Total Supplies</b>	<b>10,030</b>	<b>9,788</b>	<b>11,578</b>	<b>11,405</b>	<b>1,617</b>	<b>16.5%</b>
24 Insurance	2,594	2,750	4,128	4,417	1,667	60.6%
25 Repairs, Maintenance	1,271	1,500	1,500	1,900	400	26.7%
26 Professional Services				2,000	2,000	100.0%
27 KC Water Quality-Lk Sawyer	8,468	6,000	6,000	6,500	500	8.3%
28 Dept of Ecology Permitting	2,322	2,000	2,800	2,000	0	0.0%
29 Travel, memberships and training	713	1,300	500	1,300	0	0.0%
30 WRIA 9 - Water Quality				3,735	3,735	100.0%
31 Tele, DSL, Radio, Post, Advertising	3,057	3,500	3,500	3,600	100	2.9%
32 Utilities (elect, gas, water, sewer, etc)	1,293	1,500	1,364	1,650	150	10.0%
33 Legal Services	4,893	9,120	12,203	16,500	7,380	80.9%
34 Legal Services - Insurance Reimbursement			3,500			
35 Audit - share of costs	3,104	0	458	3,750	3,750	100.0%
36 Cost Allocation- Administration	18,820	21,570	21,576	25,456	3,886	18.0%
37 Utility Tax	12,334	14,520	14,304	16,128	1,608	11.1%
38 <b>Total Service &amp; Charges</b>	<b>58,869</b>	<b>63,760</b>	<b>71,833</b>	<b>88,936</b>	<b>25,176</b>	<b>39.5%</b>
39 <b>Total Operating Expenses</b>	<b>214,953</b>	<b>232,868</b>	<b>229,195</b>	<b>261,886</b>	<b>29,018</b>	<b>12.5%</b>
40 Transfer out to Equipment Reserve	10,000	10,000	10,000	10,000	0	0.0%
41 Transfer out to RR Ave Drainage		40,000	31,000		(40,000)	-100.0%
42 Debt repayment-100,000	20,400	20,400	20,400	20,400	0	0.0%
43 Debt Repayment-50,000		10,200	10,200	10,200	0	0.0%
44 <b>Total Other Expenditures</b>	<b>30,400</b>	<b>80,600</b>	<b>71,600</b>	<b>40,600</b>	<b>(40,000)</b>	<b>-49.6%</b>
45 <b>Total Expenditures</b>	<b>245,353</b>	<b>313,468</b>	<b>300,795</b>	<b>302,486</b>	<b>(10,982)</b>	<b>-3.5%</b>
46 Ending Cash & Investments	73,016	53,270	49,262	71,050	17,780	33.4%
47 <b>Total Uses</b>	<b>318,369</b>	<b>366,738</b>	<b>350,057</b>	<b>373,536</b>	<b>6,798</b>	<b>1.9%</b>
★ Three months Stormwater expenditures = \$65,472						



## City of Black Diamond Preliminary Budget 2011

### Stormwater Capital Fund 410

This fund was created for the purpose of providing the City with stormwater and ecological improvement projects. The City received a Department of Ecology grant of \$50,000 for 2009/2010 and \$81,000 for 2011/2012.

410 Stormwater Capital Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	2010 to 2011 Bdgt Change	% Budget Change
<b>REVENUE</b>						
DOE-grant	75,000	50,000	50,000	50,000	0	0.0%
2011 DOE Grant				81,000	81,000	100.0%
Funding Reimburse Alternate Site Study		24,886	24,886		(24,886)	-100.0%
<b>Total Revenue</b>	<b>75,000</b>	<b>74,886</b>	<b>74,886</b>	<b>131,000</b>	<b>56,114</b>	<b>74.9%</b>
Beginning Cash & Investments						
<b>Total Sources</b>	<b>75,000</b>	<b>74,886</b>	<b>74,886</b>	<b>131,000</b>	<b>56,114</b>	<b>74.9%</b>
<b>EXPENDITURES</b>						
PW Comp Plan MPDES - Pac West	63,614					
Funding Alternate Site Study		24,886	24,886		(24,886)	-100.0%
DOE Grant Catch Basin Cleaning		31,000	31,000		(31,000)	-100.0%
DOE Grant Expenditures	11,386	19,000	19,000	131,000	112,000	589.5%
<b>Total Expenditures</b>	<b>75,000</b>	<b>74,886</b>	<b>74,886</b>	<b>131,000</b>	<b>56,114</b>	<b>74.9%</b>
Ending Cash & Investments						
<b>Total Uses</b>	<b>75,000</b>	<b>74,886</b>	<b>74,886</b>	<b>131,000</b>	<b>56,114</b>	<b>74.9%</b>

# Capital Funds



*Part of Railroad Avenue Project completed in 2010*



# City of Black Diamond Preliminary Budget 2011

## General Government Capital Fund 310

The Capital plan for 2011-2016 was completed in June 2010. Capital projects for 2011 are found in funds 310 and 320. This is the General Government portion of the Capital plan for year 2011. For more detail on these projects please refer to the Capital Improvement Plan summary following the 320 Public Works Capital Fund in this section.

310 General Government Capital Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>REVENUE</b>						
1 Carryover prior year	369,306	86,178	86,178		(86,178)	-100.0%
2 Transfer in REET 1	269,086	353,972	353,972	179,500	(174,472)	-49.3%
3 Grants	91,000	60,000	60,000	175,000	115,000	191.7%
4 Loan for Ginder Property				125,000	125,000	100.0%
5 In-kind, Developer and Misc Rev.	-	24,060	24,060	15,360	(8,700)	-36.2%
6 King Co Parks Tax Levy	8,347	8,000	8,000	8,000	-	0.0%
<b>7 Total Revenue</b>	<b>737,739</b>	<b>532,210</b>	<b>532,210</b>	<b>502,860</b>	<b>(29,350)</b>	<b>-5.5%</b>
<b>EXPENDITURES</b>						
8 Ginder Land Acquisition	-	-	-	300,000	300,000	100
9 Police Loan payment (Records System)	42,000	42,000	42,000	42,000	-	6.0%
10 Grant Matching	50,000	77,933	77,933	40,000	(37,933)	-48.7%
11 Police Car Replacement	80,000	-	-	40,000	40,000	100.0%
12 General Govt Technology	11,163	42,876	42,876	18,000	(24,876)	-58.0%
13 Future Facility Site Design and Analysis	-	-	-	15,000	15,000	100.0%
14 Police Technology	278,901	34,553	34,553	12,000	(22,553)	-65.3%
15 Way Finding Signs	-	12,000	12,000	12,000	-	100.0%
16 Tree City USA	-	8,360	8,360	8,360	-	0.0%
17 Trails Projects	26,251	17,436	17,436	8,000	(9,436)	-54.1%
18 Fire Station 99 Study, Design	-	-	-	5,000	5,000	100.0%
19 Park Signage	-	15,000	15,000	2,500	(12,500)	-83.3%
20 Temporary Regional Park Parking		75,000	75,000		(75,000)	-100.0%
21 Tree Mitigation		5,700	5,700		(5,700)	-100.0%
22 City Hall, Tech and Bldgs Projects	90,000	82,953	82,953		(82,953)	-100.0%
23 Skatepark Improvement		25,000	25,000		(25,000)	-100.0%
24 Boat Launch Project	102,337	55,000	55,000		(55,000)	-100.0%
25 Union Stump Upgrade	4,183		-		-	
26 Eagle Creek Upgrade	19,101		-		-	
27 Shoreline MP Planning		37,477	37,477		(37,477)	-100.0%
28 Park Mowers and Equipment	6,125		-		-	
29 Police Firearms	27,678	922	922		(922)	-100.0%
<b>30 Total Expenditures</b>	<b>737,739</b>	<b>532,210</b>	<b>532,210</b>	<b>502,860</b>	<b>(29,350)</b>	<b>-5.5%</b>





## City of Black Diamond Preliminary Budget 2011

### Public Works Capital Projects Fund 320

The Capital plan for 2011-2016 was completed in June 2010. Capital projects for 2011 are found in funds 310 and 320. This is the Public Works portion of the Capital plan for year 2011. For more detail on these projects please refer to the Capital Improvement Plan summary on the next page.

320 Public Works Capital Capital Fund						
	2009 Actual	2010 Budget	2010 Estimate Year End	2011 Budget	10 to 11 Bdgt Change	% Budget Change
<b>REVENUE</b>						
1 Transfer in REET 1	330,556	383,500	383,500	120,000	(263,500)	-68.7%
2 Carryover prior year (unfinished projects)	108,509	149,741	149,741		(149,741)	-100.0%
3 Grants prior year projects	115,110	1,436,543	1,436,543		(1,436,543)	-100.0%
4 Reimbursements prior year	-	80,000	80,000	-	(80,000)	-100.0%
5 PWTF Loan	-	50,000	50,000	-	(50,000)	-100.0%
<b>6 Total Revenue</b>	<b>554,175</b>	<b>2,099,784</b>	<b>2,099,784</b>	<b>120,000</b>	<b>(1,979,784)</b>	<b>-94.3%</b>
<b>EXPENDITURES</b>						
7 Lawson & Newcastle Intersection Repair	0	25,000	25,000	80,000	55,000	220.0%
8 Grant Matching - Streets	0	0	0	40,000	40,000	100.0%
9 Road Repairs	3,026	46,974	46,974		(46,974)	-100.0%
10 Morgan Street Sidewalk	28,766	551,234	551,234		(551,234)	-100.0%
11 Transportation Impact Fee Study	0	80,000	80,000		(80,000)	-100.0%
12 Parkin Property Aquisition	7,754	0	0		0	
13 TIB Grant-Storm Pond Land Purchase	3,500	0	0		0	
14 233rd Ave Street Repair	0	35,000	35,000		(35,000)	-100.0%
15 Qwest Line Relocation	0	80,000	80,000		(80,000)	-100.0%
16 Ginder Creek Repair	27,447	0	0		0	
17 Engineering Roberts Rd	0	50,000	50,000		(50,000)	-100.0%
18 Railroad Ave Project	333,940	1,105,043	1,105,043		(1,105,043)	-100.0%
19 Carryover prior year projects	149,741	126,533	126,533		(126,533)	-100.0%
<b>20 Total Expenditures</b>	<b>554,175</b>	<b>2,099,784</b>	<b>2,099,784</b>	<b>120,000</b>	<b>(1,979,784)</b>	<b>-94.3%</b>

# Capital Improvement Program 2011 - 2016

## What is the Capital Improvement Program?

A Capital Improvement Program (CIP) is a roadmap that provides direction and guidance for carefully planning and managing Black Diamond's capital and infrastructure assets. It is an investment in the future of our community.

This document presents the proposed plan for major public facility improvements that will be implemented over the next six fiscal years. The projects included in the fiscal 2011-2016 CIP are consistent with the City Council's priorities and address the needs for the acquisition, rehabilitation and expansion of the City's infrastructure and capital assets.

The City of Black Diamond Capital Improvement Program (CIP) addresses the growing needs of the City and enhances the quality of life through major public improvement projects.

Capital Projects are listed in the CIP by number, according to each major program area. For each project there is an estimated start and completion date that has been projected by the city department in charge of the improvement. The CIP also shows the total cost of the project and the amount allocated to the project for each year of the plan. Identifying capital projects and their anticipated funding sources assists in the planning and scheduling of finances for projects and the manpower needed to plan, design, and construct the projects.

Examples of projects in Black Diamond's six-year CIP include street rehabilitation, water projects, wastewater facilities, park improvements, a fire station and equipment, police capital needs, and public building construction and improvement. Land purchases are also included in CIP planning since it is considered a capital asset.

These projects are usually long-term in nature (over one year) to complete and are frequently financed over a period of time. Typically, a CIP project has a dollar amount over \$10,000.

## How are projects in the Capital Improvement Program paid for?

The six-Year CIP is a format by which the City uses to review the funding of desired capital improvements that compete for scarce financial resources. Generally, funding for capital improvements is provided through Real Estate Excise Tax revenue (REET), capital reserves, public trust fund loans, grants, impact fees and developer funding.

## Types of Capital Projects

Capital projects are essential to the delivery of many of the City's core services. The capital projects in each major department are described below.

- Transportation The road system in Black Diamond is a vital infrastructure to city residents, visitors and commuters. This infrastructure includes roads, bridges, bike lanes and sidewalks. The responsibility for the funding and construction of transportation infrastructure is usually shared with developers in the form of impact fees, as new development has need for additional transportation improvements. A good deal of funding for street improvement comes from Real Estate Excise Taxes.

- Parks and Recreation There are regional and local parks in Black Diamond as well as bike and hiking trails, a skate park and a BMX Course. Outdoor enthusiasts choose to live in Black Diamond for the natural beauty of the surroundings and sporting opportunities. Park improvements are primarily financed by Real Estate Excise Taxes, grants and developer contributions.
- Utilities The City provides water, sewer and stormwater utility services to residents and businesses. Capital Facilities include sewer treatment facilities, transmission systems and storm water detention facilities. Developers contribute to these projects, as growth requires infrastructure expansion. Capital reserves, grants, loans and Real Estate Excise Taxes also provide funding for utilities in Black Diamond.
- Public Safety Capital facilities and equipment are required to deliver core City services of Police and Fire. These facilities include the fire and police stations, vehicles and major equipment. Funding for these capital projects largely comes from Real Estate Excise Taxes and reserves.
- General Capital City is responsible for funding the construction and maintenance of city buildings and facilities. Included are technological capital projects that provide better services and communication at the City. These capital costs are largely funded through Real Estate Excise Taxes.

## Growth Management Act and Land Use Policies

Comprehensive planning is required in Washington State since the Growth Management Act (GMA) was adopted by the legislature in 1990. The objective of the Act is to limit sprawl, protect sensitive areas and promote efficient and effective delivery of public services by concentrating population, industry and public services in urban areas. The City is anticipating two development areas in Black Diamond, The Villages and Lawson Hills. These planned developments have a huge impact on the City's Capital Improvement Program, as up to 6,000 new homes may be built eventually in those new neighborhoods.

## Level of Service

The number and type of capital facilities needed to serve Black Diamond is directly related to the level of public service provided. The level of service is established by City Council and the City's Comprehensive Plan.

## Maintenance and Funding Constraints

Once completed and placed in service, capital facilities must be maintained. Funding for the maintenance of capital projects for City Utilities are funded with user fees in the respective operating budgets. Maintenance funding for projects are funded through current operations, not the capital budget. For that reason the availability of funding for future maintenance must be considered when preparing the capital budget.

## Development and Approval Process

The Capital Improvement Plan is updated annually. Each year individual projects are submitted by department directors. They use a template provided by Finance staff. These requests include an update of current projects and projections on new projects and anticipated costs. Each project must have specific funding sources identified. The Mayor, Finance Director and Management meet to balance projects to available funding. After several Council Committee meetings, workstudy sessions and a public hearing are held, the proposed plan is brought before Council for approval. The Capital Improvement Calendar for 2011 – 2016 is part of this document in the appendix section.

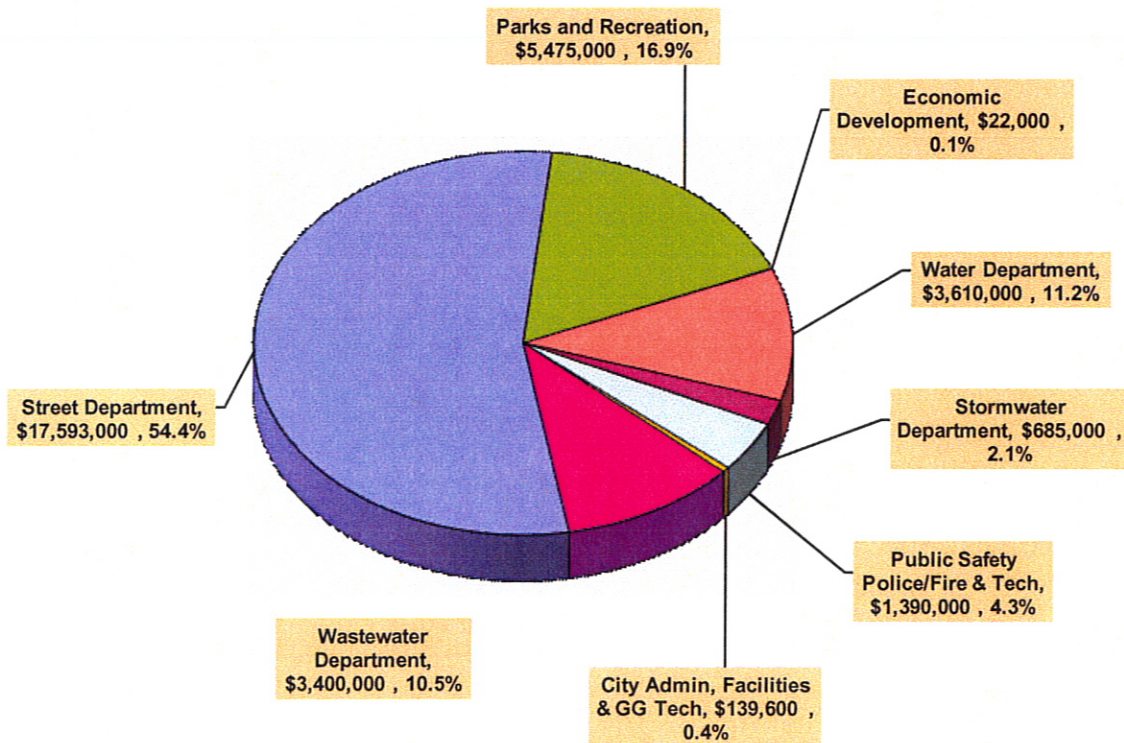


## Total Summary by Department

### Capital Improvement Program 2011 - 2016

Departments	Total \$ Project	2011	2012	2013	2014	2015	2016
Street Department	17,593,000	120,000	300,000	660,000	990,000	3,210,000	12,313,000
Parks and Recreation	5,475,000	358,860	179,260	1,348,540	248,910	325,280	3,014,150
Water Department	3,610,000	250,000	1,760,000		800,000	800,000	
Wastewater Department	3,400,000	180,000	230,000	250,000	300,000	770,000	1,670,000
Public Safety Police/Fire & Tech	1,390,000	57,000	75,200	704,100	104,000	109,600	340,100
Stormwater Department	685,000	10,000	70,000	50,000	535,000		20,000
City Admin, Facilities & GG Tech	139,600	33,000	61,900	11,550	4,700	21,050	7,400
Economic Development	22,000	12,000	2,500	2,500	2,500	2,500	
<b>TOTAL Project COSTS</b>	<b>\$32,314,600</b>	<b>\$1,020,860</b>	<b>\$2,678,860</b>	<b>\$3,026,690</b>	<b>\$2,985,110</b>	<b>\$5,238,430</b>	<b>\$17,364,650</b>

### Total City CIP by Department Total: \$32,314,600







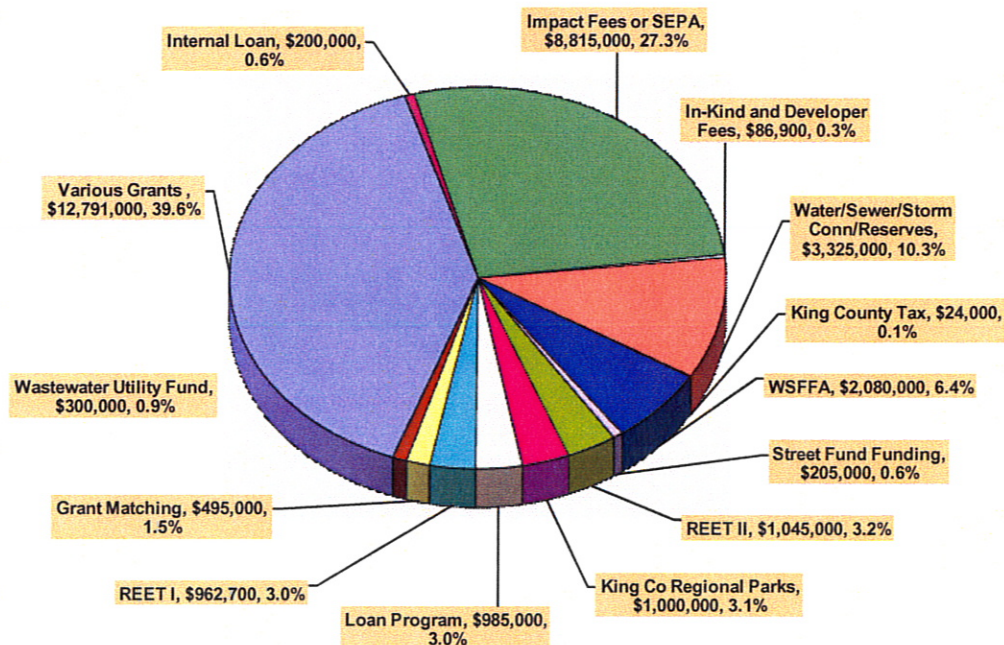
# CIP All Funds Revenue Summary

Capital Improvement Program 2011 - 2016

## REQUESTED FUNDING

	Total \$ Project	2011	2012	2013	2014	2015	2016
Various Grants	12,791,000	185,000	760,000	988,000	535,000	1,160,000	9,163,000
Impact Fees or SEPA	8,815,000			650,000	1,420,000	1,995,000	4,750,000
Water/Sewer/Storm Conn/Reserves	3,325,000	187,500	235,000	250,000	280,000	720,000	1,652,500
WSFFA	2,080,000	140,000	1,140,000			800,000	
REET II	1,045,000	120,000	140,000	80,000	365,000	250,000	90,000
King Co Regional Parks	1,000,000						1,000,000
Loan Program	985,000	125,000		600,000			260,000
REET I	962,700	137,500	165,100	161,150	174,400	196,350	128,200
Grant Matching	495,000		20,000	200,000	75,000		200,000
Wastewater Utility Fund	300,000		50,000	50,000	50,000	75,000	75,000
Street Fund Funding	205,000	2,500	35,000	30,000	75,000	30,000	32,500
Internal Loan	200,000	100,000	100,000				
In-Kind and Developer Fees	86,900	15,360	25,760	9,540	10,710	12,080	13,450
King County Tax	24,000	8,000	8,000	8,000			
<b>TOTAL SOURCES</b>	<b>\$32,314,600</b>	<b>\$1,020,860</b>	<b>\$2,678,860</b>	<b>\$3,026,690</b>	<b>\$2,985,110</b>	<b>\$5,238,430</b>	<b>\$17,364,650</b>

Total: \$32,314,600



## Non Capital Operating Costs

	Total \$ Requested	2011	2012	2013	2014	2015	2016
Salary and Benefits (Trails Project)	50,000		10,000	10,000	10,000	10,000	10,000
Debt Wastewtr REET I (Police Rec. Sys	125,600	42,000	42,000	41,600			
Debt REET I (Loan for Ginder Creek Lar	79,550		15,910	15,910	15,910	15,910	15,910
Debt REET I (Fire Equip Loans)	170,820				56,940	56,940	56,940
Maint. Costs Infil/WBD Sewer Main	120,000	20,000	20,000	20,000	20,000	20,000	20,000
Maintenance Roberts Drive	30,000				10,000	10,000	10,000
Interfund Debt Repay Water Meters	200,000	40,000	40,000	40,000	40,000	40,000	
<b>Total Non Capital Operating Costs</b>	<b>775,970</b>	<b>102,000</b>	<b>127,910</b>	<b>127,510</b>	<b>152,850</b>	<b>152,850</b>	<b>112,850</b>

# CIP General Government Revenue Summary

## Capital Improvement Program 2011 - 2016

Key to Projects in the CIP:  
 E = Econ Dev  
 I = Technology  
 P = Parks  
 L = Police  
 A = Admin/Facilities

REQUESTED FUNDING		Total \$ Project	2011	2012	2013	2014	2015	2016
P1	Park Signage	12,500	2,500	2,500	2,500	2,500	2,500	
P2	Union Stump Memorial Park	20,000			20,000			
P3	Lake Sawyer Boat Launch Improvements	788,000		20,000	768,000			
P4	Grant Matching Funds	240,000	40,000	40,000	40,000	40,000	40,000	40,000
P5	Trail System Development	324,000	8,000	108,000	108,000	100,000		
P6	BMX Park Course	250,000				20,000	20,000	210,000
P7	Lake Sawyer Regional Park	3,075,000				75,000	250,000	2,750,000
P8	Tree City USA Money Fund	65,500	8,360	8,760	10,040	11,410	12,780	14,150
P9	Ginder Creek Acquisition	300,000	300,000					
P10	Jones Lake Acquisition	400,000			400,000			
F1	Fire Engine 981 - Replace	600,000			600,000			
F2	Fire Aid Car - Replace	175,000						175,000
F3	Fire Brush-Truck Chassis	85,000						85,000
F4	Fire Station 99 Design/Engr - Replace	30,000	5,000	25,000				
L1	Patrol Car Replacement Program	405,000	40,000	42,000	90,000	92,000	94,000	47,000
A1	Space Study	50,000	15,000	35,000				
A2	Police Reroof	20,000						20,000
I1	City Technology Capital	89,600	18,000	26,900	11,550	4,700	21,050	7,400
I2	Police Technology Capital	75,000	12,000	8,200	14,100	12,000	15,600	13,100
E1	Way Finding Signs	22,000	12,000	2,500	2,500	2,500	2,500	
<b>Total General Government Projects</b>		<b>7,026,600</b>	<b>460,860</b>	<b>318,860</b>	<b>2,066,690</b>	<b>360,110</b>	<b>458,430</b>	<b>3,361,650</b>
<b>REET 1 FUNDING</b>								
P1	Park Signage	12,500	2,500	2,500	2,500	2,500	2,500	
P4	Grant Matching Funds	240,000	40,000	40,000	40,000	40,000	40,000	40,000
P6	BMX Park Course	40,000				20,000	20,000	
P8	Tree City USA	3,600	500	500	500	700	700	700
L1	Patrol Car Replacement Program	405,000	40,000	42,000	90,000	92,000	94,000	47,000
F4	Fire Station 99 Design/Engr - Replace	30,000	5,000	25,000				
A1	Space Design	25,000	7,500	17,500				
A2	Police Reroof	20,000						20,000
E1	Way Finding Signs	22,000	12,000	2,500	2,500	2,500	2,500	
I1	City Technology Capital	89,600	18,000	26,900	11,550	4,700	21,050	7,400
I2	Police Technology Capital	75,000	12,000	8,200	14,100	12,000	15,600	13,100
<b>Total REET 1 Funding</b>		<b>962,700</b>	<b>137,500</b>	<b>165,100</b>	<b>161,150</b>	<b>174,400</b>	<b>196,350</b>	<b>128,200</b>



# CIP General Government Revenue Summary

## Capital Improvement Program 2011 - 2016

Key to Projects in the CIP:  
 E = Econ Dev  
 I = Technology  
 P = Parks  
 L = Police  
 A = Admin/Facilities

REQUESTED FUNDING	Total \$ Project	2011	2012	2013	2014	2015	2016
<b>Grant Funding</b>							
P2 Union Stump Memorial Park	20,000			20,000			
P3 Lake Sawyer Boat Launch Improvements	668,000			668,000			
P5 Trail System Development	300,000		100,000	100,000	100,000		
P6 BMX Park Course	210,000						210,000
P7 Lake Sawyer Regional Park	1,500,000						1,500,000
P9 Ginder Creek Acquisition	175,000	175,000					
P10 Jones Lake Acquisition	200,000			200,000			
<b>Total Grant Funding</b>	<b>3,073,000</b>	<b>175,000</b>	<b>100,000</b>	<b>988,000</b>	<b>100,000</b>		<b>1,710,000</b>
<b>King County Regional Parks Funding</b>							
P7 Lake Sawyer Regional Park	1,000,000						1,000,000
<b>Total King County Regional Parks Funding</b>	<b>1,000,000</b>						<b>1,000,000</b>
<b>King County Tax Levy</b>							
P5 Trail System Development	24,000	8,000	8,000	8,000			
<b>Total King County Tax Levy</b>	<b>24,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>			
<b>In Kind Funding or Developer Fees</b>							
A1 Space Design	25,000	7,500	17,500				
P8 Tree City USA	61,900	7,860	8,260	9,540	10,710	12,080	13,450
<b>Total In Kind Funding or Developer Fees</b>	<b>86,900</b>	<b>15,360</b>	<b>25,760</b>	<b>9,540</b>	<b>10,710</b>	<b>12,080</b>	<b>13,450</b>
<b>Impact Fees or SEPA</b>							
P7 Lake Sawyer Regional Park	500,000					250,000	250,000
P10 Jones Lake Acquisition	200,000			200,000			
<b>Total Impact Fees or SEPA</b>	<b>700,000</b>			<b>200,000</b>		<b>250,000</b>	<b>250,000</b>
<b>Grant Matching Funds</b>							
P7 Lake Sawyer Regional Park	75,000				75,000		
P3 Lake Sawyer Boat Launch Improvements	120,000		20,000	100,000			
<b>Total Grant Matching Funds</b>	<b>195,000</b>		<b>20,000</b>	<b>100,000</b>	<b>75,000</b>		
<b>Loans for Financing</b>							
F1 Fire Engine 981 - Replace	600,000			600,000			
F2 Fire Aid Car - Replace	175,000						175,000
F3 Fire Brush-Truck Chassis	85,000						85,000
P9 Ginder Creek Acquisition	125,000	125,000					
<b>Total Loans</b>	<b>985,000</b>	<b>125,000</b>		<b>600,000</b>			<b>260,000</b>
<b>Grand Total General Govt CIP Funding</b>	<b>7,026,600</b>	<b>460,860</b>	<b>318,860</b>	<b>2,066,690</b>	<b>360,110</b>	<b>458,430</b>	<b>3,361,650</b>



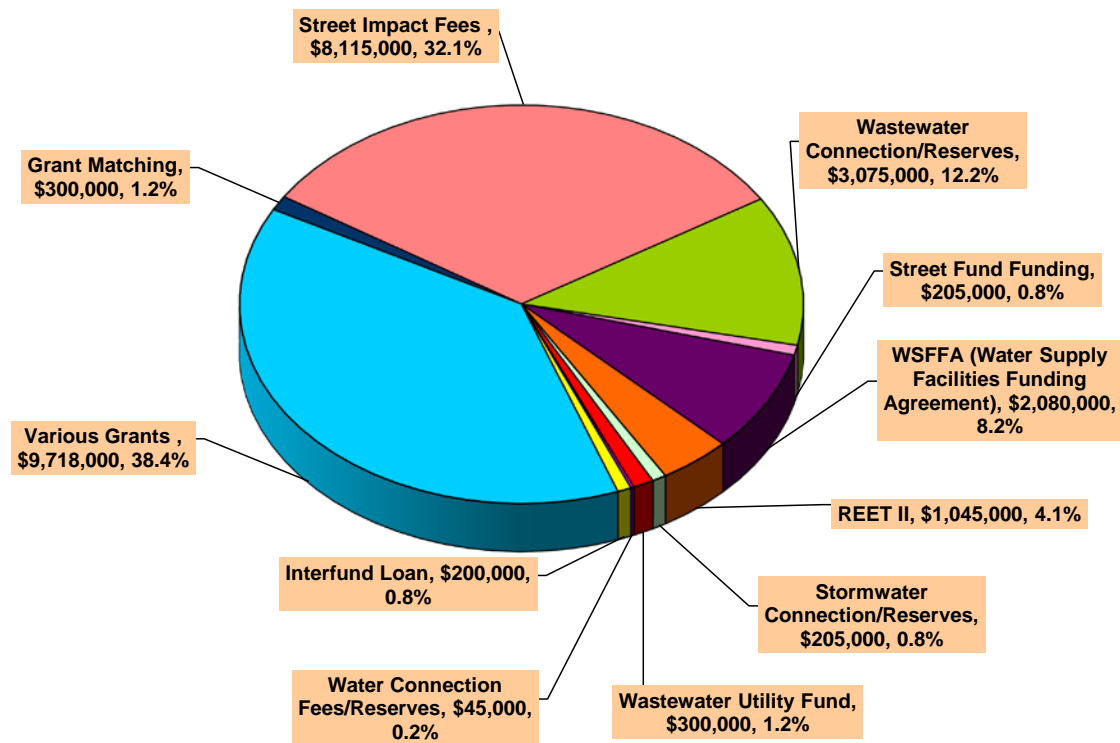
# CIP Public Works Revenue Summary

## Capital Improvement Program 2011 - 2016

### REQUESTED FUNDING

	Total \$ Project	2011	2012	2013	2014	2015	2016
Various Grants	9,718,000	10,000	660,000		435,000	1,160,000	7,453,000
Street Impact Fees	8,115,000			450,000	1,420,000	1,745,000	4,500,000
Wastewater Connection/Reserves WSFFA (Water Supply Facilities Funding Agreement)	3,075,000	182,500	185,000	200,000	260,000	695,000	1,552,500
REET 2	2,080,000	140,000	1,140,000			800,000	
Stormwater Connection/Reserves	1,045,000	120,000	140,000	80,000	365,000	250,000	90,000
Wastewater Utility Fund	205,000	2,500	45,000	50,000	10,000		97,500
Grant Matching	300,000		50,000	50,000	50,000	75,000	75,000
Street Fund Funding	300,000			100,000			200,000
Interfund Loan	205,000	2,500	35,000	30,000	75,000	30,000	32,500
Water Connection Fees/Reserves	200,000	100,000	100,000				
	45,000	2,500	5,000		10,000	25,000	2,500
<b>TOTAL SOURCES</b>	<b>\$25,288,000</b>	<b>\$560,000</b>	<b>\$2,360,000</b>	<b>\$960,000</b>	<b>\$2,625,000</b>	<b>\$4,780,000</b>	<b>\$14,003,000</b>

### Public Works CIP by Type of Funding Total: \$25,288,000



### Non Capital Operating Costs

	Total \$ Requested	2011	2012	2013	2014	2015	2016
Maint. Costs Infil/WBD Sewer Main	120,000	20,000	20,000	20,000	20,000	20,000	20,000
Maintenance Roberts Drive	30,000				10,000	10,000	10,000
Interfund Debt Repay Water Meters	200,000	40,000	40,000	40,000	40,000	40,000	
<b>Total Operating Public Works</b>	<b>350,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>70,000</b>	<b>70,000</b>	<b>30,000</b>

## CIP Public Works Summary

### Capital Improvement Program 2011 - 2016

Sources	Total \$ Project	2011	2012	2013	2014	2015	2016
1 Grants	9,718,000	10,000	660,000		435,000	1,160,000	7,453,000
2 Street Impact, SEPA, Developer Funded	8,115,000			450,000	1,420,000	1,745,000	4,500,000
3 Wastewater Connection Fees/Reserves	3,075,000	182,500	185,000	200,000	260,000	695,000	1,552,500
4 WSSFA	2,080,000	140,000	1,140,000			800,000	
5 Real Estate Excise Taxes II	1,045,000	120,000	140,000	80,000	365,000	250,000	90,000
6 Stormwater Reserves	205,000	2,500	45,000	50,000	10,000		97,500
7 Wastewater Utility Funding	300,000		50,000	50,000	50,000	75,000	75,000
8 Grant Matching	300,000			100,000			200,000
9 Street Fund	205,000	2,500	35,000	30,000	75,000	30,000	32,500
10 Interfund Loan	200,000	100,000	100,000				
11 Water Connection Fees/Reserves	45,000	2,500	5,000		10,000	25,000	2,500
<b>Total Public Works Capital Funding</b>	<b>25,288,000</b>	<b>560,000</b>	<b>2,360,000</b>	<b>960,000</b>	<b>2,625,000</b>	<b>4,780,000</b>	<b>14,003,000</b>
Uses	Total \$ Project	2011	2012	2013	2014	2015	2016
T1 General Street Improvement	150,000		30,000	30,000	30,000	30,000	30,000
T2 Lawson Street & Newcastle Dr Intersection Repair	80,000	80,000					
T3 Jones Lk. Road Regrading and Paving	160,000				160,000		
T4 Roberts Drive Sidewalk link to Morgan St	953,000					120,000	833,000
T5 SE 288th Street Overlay	230,000		230,000				
T6 SR-169 Widening Lawson & Baker St Intersection	1,550,000					350,000	1,200,000
T7 Roberts Drive Reconstruction	5,650,000			100,000	200,000	350,000	5,000,000
T8 Pacific Street Neighborhood Improvements	520,000				70,000	450,000	
T9 Intersection Improvements in Morganville	100,000			40,000	60,000		
T10 Grant Matching Fund	270,000	40,000	40,000	40,000	50,000	50,000	50,000
T11 SR 169 Gateway Corridor Improvement	5,700,000				200,000	300,000	5,200,000
T12 Roberts Drive/State Rt 169 Roundabout	2,230,000			450,000	220,000	1,560,000	
W1 Springs Transmission Main Replacement Phase 1	800,000					800,000	
W2 Springs & River Crossing Rehab. Project	1,780,000	140,000	1,640,000				
W3 Meter Replacement Program	200,000	100,000	100,000				
W4 Fire Flow Loop to N. Commerical Area	800,000				800,000		
W5 Public Works Facilities Design/Eng	30,000	10,000	20,000				
S1 Infiltration and Inflow Reduction Program	1,750,000	100,000	150,000	250,000	250,000	500,000	500,000
S2 Replace Old Lawson Lift Station	50,000	50,000					
S3 Cedarbrook Sewer Main	90,000						90,000
S4 West Black Diamond Wastewater Lift Station	400,000				50,000	250,000	100,000
S5 Morganville Wastewater Lift Station Improvement	110,000	30,000	80,000				
S6 Morganville Force Main Reroute	1,000,000					20,000	980,000
S7 South Black Diamond Wastewater Trunk Extension	0						
D1 Public Works Yard Improvements	115,000	10,000			85,000		20,000
D2 Ginder Creek Stormwater Treatment Pond	250,000			50,000	200,000		
D3 Lake Sawyer Road Culvert and Guardrail	320,000		70,000		250,000		
<b>Total Uses Public Works Projects</b>	<b>25,288,000</b>	<b>560,000</b>	<b>2,360,000</b>	<b>960,000</b>	<b>2,625,000</b>	<b>4,780,000</b>	<b>14,003,000</b>



Project Breakdown by Type of Funding		Total \$ Project	2011	2012	2013	2014	2015	2016
<b>Grants</b>								
T3	Jones Lk. Road Regrading and Paving	130,000				130,000		
T4	Roberts Drive Sidewalk link to Morgan St	803,000						803,000
T5	SE 288th Street Overlay	160,000		160,000				
T7	Roberts Drive Reconstruction	4,150,000						4,150,000
T11	SR 169 Gateway Corridor Improvement	2,500,000						2,500,000
T12	Roberts Drive/State Rt 169 Roundabout	1,160,000				1,160,000		
W2	Springs & River Crossing Rehab. Project	500,000		500,000				
D1	Public Works Yard Improvements	55,000	10,000			55,000		
D3	Lake Sawyer Road Culvert and Guardrail	250,000				250,000		
<b>Total Grants</b>		<b>9,708,000</b>	<b>10,000</b>	<b>660,000</b>		<b>435,000</b>	<b>1,160,000</b>	<b>7,453,000</b>
<b>Street Impact, SEPA, Developer</b>								
D2	Ginder Creek Stormwater Treatment Pond	200,000				200,000		
T6	SR-169 Widening Lawson & Baker St Intersection	1,550,000				350,000		1,200,000
T7	Roberts Drive Reconstruction	900,000				300,000		600,000
T8	Pacific Street Neighborhood Improvements	395,000				395,000		
T11	SR 169 Gateway Corridor Improvement	3,200,000				200,000	300,000	2,700,000
T12	Roberts Drive/State Rt 169 Roundabout	1,070,000			450,000	220,000	400,000	
W4	Fire Flow Loop to N. Commerical Area	800,000				800,000		
<b>Total Street Impact or SEPA Fees</b>		<b>8,115,000</b>			<b>450,000</b>	<b>1,420,000</b>	<b>1,745,000</b>	<b>4,500,000</b>
<b>Wastewater Connection Fees/Reserves</b>								
D1	Public Works Yard Improvements	12,500				10,000		2,500
S1	Infiltration and Inflow Reduction Program	1,450,000	100,000	100,000	200,000	200,000	425,000	425,000
S2	Replace Old Lawson Lift Station	50,000	50,000					
S3	Preserving Wastewater Treatment Plant for Future Use	45,000						45,000
S4	West Black Diamond Wastewater Lift Station	400,000				50,000	250,000	100,000
S5	Morganville Wastewater Lift Station Improvement	110,000	30,000	80,000				
S6	Morganville Force Main Reroute	1,000,000					20,000	980,000
W5	Public Works Facilities Design/Eng	7,500	2,500	5,000				
<b>Total Wastewater Connection Fees/Reserves</b>		<b>3,075,000</b>	<b>182,500</b>	<b>185,000</b>	<b>200,000</b>	<b>260,000</b>	<b>695,000</b>	<b>1,552,500</b>
<b>WSFFA</b>								
W1	Springs Transmission Main Replacement Phase 1	800,000				800,000		
W2	Springs & River Crossing Rehab. Project	1,280,000	140,000	1,140,000				
<b>Total WSFFA</b>		<b>2,080,000</b>	<b>140,000</b>	<b>1,140,000</b>			<b>800,000</b>	
<b>REET II Funding</b>								
T2	Lawson St and Newcastle inter. Repair	80,000	80,000					
T3	Jones Lk. Road Regrading and Paving	30,000				30,000		
T4	Roberts Drive Sidewalk link to Morgan St	150,000					120,000	30,000
T5	SE 288th Street Overlay	70,000		70,000				

Project Breakdown by Types of Funding		Total \$ Project	2011	2012	2013	2014	2015	2016
<b>REET II Funding, cont.</b>								
T7 Roberts Drive Reconstruction	205,000					155,000	50,000	
T8 Pacific Street Neighborhood Improvements	100,000					70,000	30,000	
T9 Intersection Improvements in Morganville	100,000				40,000	60,000		
T10 Grant Matching Fund	270,000	40,000	40,000	40,000	50,000	50,000		50,000
D1 Public Works Yard Improvements	10,000							10,000
D3 Lake Sawyer Road Culvert and Guardrail	30,000			30,000				
<b>Total REET II Funding</b>	<b>1,045,000</b>	<b>120,000</b>	<b>140,000</b>	<b>80,000</b>	<b>365,000</b>	<b>250,000</b>	<b>90,000</b>	
<b>Stormwater Connection Fees/Reserves</b>								
W5 Public Works Facilities Design/Eng	7,500	2,500	5,000					
S3 Cedarbrook Sewer Main	45,000							45,000
D1 Public Works Yard Improvements	12,500					10,000		2,500
D2 Ginder Creek Stormwater Treatment Pond	50,000			50,000				
D3 Lake Sawyer Road Culvert and Guardrail	40,000		40,000					
T7 Roberts Drive Reconstruction	50,000							50,000
<b>Total Stormwater Connection Fees/Reserves</b>	<b>205,000</b>	<b>2,500</b>	<b>45,000</b>	<b>50,000</b>	<b>10,000</b>			<b>97,500</b>
<b>Wastewater Utility Funding</b>								
S1 Infiltration and Inflow Reduction Program	300,000		50,000	50,000	50,000	75,000		75,000
<b>Total Wastewater Utility Funding</b>	<b>300,000</b>		<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>75,000</b>		<b>75,000</b>
<b>Grant Matching</b>								
T7 Roberts Drive Reconstruction	300,000			100,000				200,000
<b>Total Grant Matching</b>	<b>300,000</b>			<b>100,000</b>				<b>200,000</b>
<b>Street Fund</b>								
D1 Public Works Yard Improvements	2,500							2,500
W5 Public Works Facilities Design/Eng	7,500	2,500	5,000					
T1 General Street Improvement	150,000		30,000	30,000	30,000	30,000		30,000
T7 Roberts Drive Reconstruction	45,000				45,000			
<b>Total Street Fund Funding</b>	<b>205,000</b>	<b>2,500</b>	<b>35,000</b>	<b>30,000</b>	<b>75,000</b>	<b>30,000</b>		<b>32,500</b>
<b>Interfund Loan</b>								
W3 Meter Replacement Program	200,000	100,000	100,000					
<b>Total Interfund Loan</b>	<b>200,000</b>	<b>100,000</b>	<b>100,000</b>					
<b>Water Connection Fees/Reserves</b>								
W5 Public Works Facilities Design/Eng	7,500	2,500	5,000					
T8 Pacific Street Neighborhood Improvements	25,000						25,000	
D1 Public Works Yard Improvements	12,500					10,000		2,500
<b>Total Water Connection Fees/Reserves</b>	<b>45,000</b>	<b>2,500</b>	<b>5,000</b>			<b>10,000</b>	<b>25,000</b>	<b>2,500</b>
<b>Total Public Works Funding</b>	<b>25,278,000</b>	<b>560,000</b>	<b>2,360,000</b>	<b>960,000</b>	<b>2,625,000</b>	<b>4,780,000</b>	<b>14,003,000</b>	

# Appendix



*Black Diamond Labor Day 2010*





## City of Black Diamond Preliminary Budget 2011

2011 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
Interim Court Administrator	5,200				
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	9,742	10,074	10,049	10,743	11,128
Police Commander	7,860	8,122	8,384	8,646	8,948
Police Sergeant	7,588	8,014			
Police Officer	4,610	5,166	5,724	6,281	6,809
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
Public Works Administrative Asst 3	4,166	4,375	4,594	4,823	5,065
Utility Worker	3,257	3,572	3,887	4,202	4,538
Utility Worker Seasonal (hourly)	12.98				



# CITY OF BLACK DIAMOND

## 2011 Budget Calendar for 2010

Process	Internal Due Date	Workshops	City Council Meetings
1 Budget Call and instructions go out to all Departments	Aug 2 - 4		
2 Departments provide budget requests to City Administrator's office	Aug 27		
3 Finance prepares revenue sources and preliminary expenditures for salaries and benefits	Aug 27		
4 Estimates to be filed with the City Clerk and Administration	Sept 21		
5 Finance provides Expenditure budgets for Oct 7 Council Packet	Sept 30		
6 City Clerk submits to CAO the proposed preliminary budget setting forth the complete financial program	Sept 30		
7 CAO provides Council with current info on revenue from all sources as adopted in 2010 budget, and provides the Clerk's proposed preliminary budget setting forth the proposed General Fund Revenues		Sep 30 (4-6pm)	
8 Mayor and department heads review General Fund Expenditure budgets with Council		Oct 14 (4-6pm)	
9 Council reviews Public Works budgets for Revenues And Expenditures for all Public Works budgets, including Street, Water, Sewer, drainage and all Associated funds.		Oct 28 (4-6pm)	
10 City Clerk publishes Notice of Public Hearing on 2011 Budget for two weeks out & filing of preliminary budget – once a week for two consecutive weeks – Draft budget submittal ready	Nov 2 and Nov 9		
11 Copies of Preliminary Budget made available to Public	<b>Nov 18</b>		
12 City Council holds public hearing on revenue sources and expenditures for the upcoming budget year including possible increases in property tax revenue.			<b>Nov 23</b>
13 Public Hearing on Property Tax			<b>Nov 23</b>
14 City Council Adopts Preliminary Property Tax Levy for 2011 Budget (possibly hold 2 <sup>nd</sup> in December as well due to delays in information from Washington State) - Must be done by Nov 30			<b>Nov 23</b>
15 City Council Workshop - review Water and Sewer Rates		Nov 23 (4-6pm)	
16 City Council holds final public hearing on 2011 Budget			<b>Dec 2</b>
17 City Council adopts Final Property Tax Levy for 2011 Budget			<b>Dec 2<sup>rd</sup> or Dec 16<sup>th</sup></b>
18 City Council adopts Final 2011 Budget and transmits to the State Auditors Office			<b>Dec 2<sup>rd</sup> or Dec 16<sup>th</sup></b>

**Bold = Regular or Special Council Meeting Night**

# CITY COUNCIL AGENDA BILL

City of Black Diamond  
Post Office Box 599  
Black Diamond, WA 98010

ITEM INFORMATION			
<b>SUBJECT:</b>  <b>Resolution No. 10-718, authorizing yearly addendum to our contract with Valley Communications for dispatch services</b>	<b>Agenda Date: December 2, 2010</b>		<b>AB10-093</b>
	Department/Committee/Individual	Created	Reviewed
	Mayor Rebecca Olness		X
	City Administrator –		
	City Attorney – Chris Bacha		
	City Clerk – Brenda L. Martinez		X
	Finance – May Miller		
	Public Works – Seth Boettcher		
	Economic Devel. – Andy Williamson		
	Police – Kiblinger	X	
Timeline:	Court – Stephanie Metcalf		
Cost Impact: \$3.11 increase per call.			
Fund Source: General Fund			
<b>Attachments: Resolution No. 10-718, Addendum to Contract</b>			
<b>SUMMARY STATEMENT:</b>  The City of Black Diamond contracts with Valley Communications for dispatch services. This is our yearly addendum to our contract which approves an increase to call rates from \$27.67 per call to \$30.78.			
<b>COMMITTEE REVIEW AND RECOMMENDATION:</b>			
<b>RECOMMENDED ACTION: MOTION to adopt Resolution No. 10-718, authorizing the Mayor to execute an addendum to our Valley Communications contract for dispatch services.</b>			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	
December 2, 2010			

RESOLUTION NO. 10-718

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN ADDENDUM TO THE AGREEMENT FOR DISPATCH SERVICE FOR VALLEY COMMUNICATIONS FOR 2011.

**WHEREAS**, the City is authorized by Chapter 39.34 RCW to enter into agreements with other governmental jurisdictions; and

**WHEREAS**, currently the City of Black Diamond Police Department contracts with Valley Communications for Dispatch Services;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:**

**Section 1.** The Mayor is hereby authorized to execute an Addendum to the Emergency Dispatch Agreement for Police Service with Valley Communications for 2011 substantially in the form attached hereto as Exhibit A.

**PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 2ND DAY OF DECEMBER, 2010.**

CITY OF BLACK DIAMOND:

\_\_\_\_\_  
Rebecca Olness, Mayor

Attest:

\_\_\_\_\_  
Brenda L. Martinez, City Clerk



A NATIONALLY ACCREDITED COMMUNICATIONS CENTER

**EXHIBIT "A"**  
**to the**  
**AGREEMENT**  
**by and between**  
**VALLEY COMMUNICATIONS CENTER**  
**and**  
**BLACK DIAMOND POLICE DEPARTMENT**

This **EXHIBIT** is supplemental to the **AGREEMENT** between **VALLEY COMMUNICATIONS CENTER** and **BLACK DIAMOND POLICE DEPARTMENT**

for  
**DISPATCH SERVICES** in order to establish annual rates and fees under the **EMERGENCY DISPATCH AGREEMENT**.

- A.1 This appendix shall remain in effect from **January 1, 2011** thru **December 31, 2011**.
- A.2 The rate shall be **Thirty Dollars and Seventy Eight Cents (\$30.78)** for each dispatchable call.

Signed this **1st** day of **November, 2010**.

  
MAYOR SUZETTE COOKE  
ADMINISTRATIVE BOARD CHAIR

\_\_\_\_\_  
MAYOR



# CITY COUNCIL AGENDA BILL

City of Black Diamond  
Post Office Box 599  
Black Diamond, WA 98010

ITEM INFORMATION			
<b>SUBJECT:</b>  <b>Resolution No. 10-719, authorizing the purchase of a new police vehicle in accordance with our vehicle replacement program</b>	<b>Agenda Date: December 2, 2010</b>		<b>AB10-094</b>
	Department/Committee/Individual	Created	Reviewed
	Mayor Rebecca Olness		X
	City Administrator –		
	City Attorney – Chris Bacha		
	City Clerk – Brenda L Martinez		X
	Finance – May Miller		
	Public Works – Seth Boettcher		
	Economic Devel. – Andy Williamson		
	Police – Kiblinger	X	
Cost Impact: \$27,634.06	Court – Stephanie Metcalf		
Fund Source: REET			
Timeline:			
<b>Attachments: Resolution No. 10-719</b>			
<b>SUMMARY STATEMENT:</b>  Vehicle will be purchased off the state bid price, approximately \$27,634.06, not including equipment. Vehicle is a 2011 Chevrolet Tahoe.			
<b>COMMITTEE REVIEW AND RECOMMENDATION:</b>			
<b>RECOMMENDED ACTION: MOTION to adopt Resolution No. 10-719, authorizing the purchase of a new police vehicle off the state bid.</b>			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	
December 2, 2010			



**RESOLUTION NO. 10-719**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
BLACK DIAMOND, KING COUNTY, WASHINGTON,  
AUTHORIZING THE PURCHASE OF A NEW 2011  
CHEVROLET TAHOE POLICE VEHICLE**

**WHEREAS**, the City has established a vehicle replacement program for police vehicles; and

**WHEREAS**, the City has identified a need to purchase one new police vehicle according to the program; and

**WHEREAS**, the City has reviewed the Washington State Vehicle Contract bid for the purchase of one 2011 Chevrolet Tahoe, costing approximately \$27,634.06;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:**

**Section 1.** The City Council hereby authorizes the purchase of a Chevrolet Tahoe for the Police Department through the Washington State Procurement in the amount of \$27,634.06.

**PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 2ND DAY OF DECEMBER, 2010.**

CITY OF BLACK DIAMOND:

\_\_\_\_\_  
Rebecca Olness, Mayor

Attest:

\_\_\_\_\_  
Brenda L. Martinez, City Clerk

# CITY COUNCIL AGENDA BILL

City of Black Diamond  
Post Office Box 599  
Black Diamond, WA 98010

ITEM INFORMATION			
<b>SUBJECT:</b>  <b>Resolution No. 10-720, confirming the Mayor's appointment of Bill Bowman as Municipal Court Judge and authorizing the Mayor to enter into a professional services agreement</b> Cost Impact: \$3,000 monthly Fund Source: General Fund Timeline:	<b>Agenda Date: December 2, 2010</b>		<b>AB10-095</b>
	Department/Committee/Individual	Created	Reviewed
	Mayor Rebecca Olness		X
	City Administrator –		
	City Attorney – Chris Bacha		X
	City Clerk – Brenda L. Martinez	X	
	Finance – May Miller		
	Public Works – Seth Boettcher		
	Economic Devel. – Andy Williamson		
	Police – Jamey Kiblinger		
Court – Stephanie Metcalf			
<b>Attachments: Resolution No. 10-720, Contract</b>			
<b>SUMMARY STATEMENT:</b> The Mayor has previously appointed, and the City Council has previously confirmed, Steve Rosen as the Judge of the Black Diamond Municipal Court for the term of January 1, 2010 through December 31, 2013. However, Judge Rosen has been elected as a judge for the Seattle Municipal Court and has resigned from his position as judge of the Black Diamond Municipal Court to be effective December 31, 2010. Due to his resignation a vacancy has been created and the unexpired term must be filled pursuant to Black Diamond Municipal Code 2.36.070.  The Mayor directed an open recruitment process to fill the Judge's unexpired term ending December 31, 2013. The selection committee consisted of the Mayor, Police Chief, Court Administrator and City Attorney. The committee interviewed six candidates and unanimously selected Bill Bowman as the most qualified candidate.  Bill Bowman is willing and able to serve as the City's Municipal Court Judge for the remaining unexpired term resulting from the vacancy.  Adoption of this resolution would confirm the Mayor's appointment of Bill Bowman as Municipal Court Judge and authorize the execution of the professional services agreement.			
<b>COMMITTEE REVIEW AND RECOMMENDATION:</b>			
<b>RECOMMENDED ACTION: MOTION to adopt Resolution No. 10-720, confirming the Mayor's appointment of Bill Bowman as Municipal Court Judge and authorizing the Mayor to enter into a professional services agreement.</b>			
<b>RECORD OF COUNCIL ACTION</b>			
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>	
December 2, 2010			

## RESOLUTION NO. 10-720

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON CONFIRMING THE MAYOR'S APPOINTMENT OF BILL BOWMAN AS MUNICIPAL COURT JUDGE AND AUTHORIZING THE MAYOR TO ENTER INTO PROFESSIONAL SERVICES AGREEMENT

**WHEREAS**, the City operates a Municipal Court pursuant to Black Diamond Municipal Code (BDMC) Chapter 2.30 and Revised Code of Washington (RCW) Chapter 3.50; and

**WHEREAS**, the Mayor has previously appointed, and the City Council has previously confirmed, Steve Rosen as the Judge of the Black Diamond Municipal Court for the term of January 1, 2010 through December 31, 2013; and

**WHEREAS**, Judge Rosen has been elected as a judge for the Seattle Municipal Court and has resigned from his position as judge of the Black Diamond Municipal Court to be effective December 31, 2010; and

**WHEREAS**, Judge Rosen's resignation has created a vacancy in the Black Diamond Municipal Court which vacancy of the remaining un-expired term must be filled pursuant to BDMC 2.36.070; and

**WHEREAS**, the Mayor directed an open recruitment process to fill the Judge's unexpired term ending December 31, 2013; and

**WHEREAS**, Bill Bowman applied for the position and was selected unanimously by the selection committee as the most qualified- candidate; and

**WHEREAS**, Bill Bowman is willing and able to serve as the City's Municipal Court Judge for the remaining unexpired term resulting from the vacancy; and

**WHEREAS**, the City Council supports the Mayor's selection and finds the proposed agreement to be fair and reasonable;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:**

**Section 1.** The City Council of the City of Black Diamond, Washington, does hereby confirm the Mayor's appointment of Bill Bowman as Municipal Court Judge until December 31, 2013, and authorizes the Mayor, on behalf of the City, to execute a professional services agreement substantially in the form attached hereto as Exhibit A.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND,  
WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 2ND DAY OF  
DECEMBER, 2010.

CITY OF BLACK DIAMOND:

---

Rebecca Olness, Mayor

Attest:

---

Brenda L. Martinez, City Clerk

## MUNICIPAL COURT JUDICIAL SERVICES AGREEMENT

This agreement (the “**Agreement**”) is by and between the City of Black Diamond, a municipal corporation operating as a non-charter code city under the laws of the state of Washington (the “City”) and Bill Bowman (“Bowman”), and is dated the 2nd day of December, 2010.

### RECITALS

- A. The City operates a Municipal Court pursuant to BDMC Chapter 2.36 and RCW Ch. 3.50.
- B. The Mayor has previously appointed, and the City Council has previously confirmed, Steve Rosen as the Judge of the Black Diamond Municipal Court for the term of January 1, 2010 through December 31, 2013.
- C. Judge Rosen has been elected as a judge for the Seattle Municipal Court and has resigned from his position as judge of the Black Diamond Municipal Court to be effective December 31, 2010.
- D. Judge Rosen’s resignation has created a vacancy in the Black Diamond Municipal Court which vacancy of the remaining un-expired term must be filled pursuant to BDMC 2.36.070.
- E. Bowman meets the judicial qualifications set forth at BDMC 2.36.030(C) and has been appointed by the Mayor and confirmed by the City Council to fill the remaining unexpired term of Judge Rosen as the Black Diamond Municipal Court judge, to be effective January 1, 2011.
- F. Bowman is willing and able to serve as the City’s Municipal Court Judge for the remaining un-expired term resulting from the vacancy.
- G. The City and Bowman desire to enter into an agreement setting forth the relative rights, duties and obligations of the Parties;

Now, therefore, in consideration of the mutual promises and covenants set forth below, the sufficiency of which is acknowledged by the parties, it is agreed as follows:

1. **Appointment** – Effective January 1, 2011, Bowman is appointed to be the judge of its Municipal Court for the remainder of the un-expired term vacated by Judge Rosen. Said term shall terminate on December 31, 2013, unless sooner terminated as may be provided by law.

2. **Term** – The term of this agreement shall be from January 1, 2011 through December 31, 2013.
3. **Duties** – Bowman agrees to serve as the Municipal Court Judge for the City of Black Diamond with all the powers, duties, privileges and obligations which said office confers and in accordance with this Agreement and as required by the City's ordinances, the constitutions and laws of the state of Washington and the United States, and all other applicable laws and treaties. Bowman shall abide by the Rules of Judicial Conduct as promulgated by the Washington Supreme Court. Bowman shall at all times maintain his status as a licensed attorney in the state of Washington in the status of either active or judicial. The services to be provided will include regularly scheduled court sessions and any administrative work and out-of-court work done by the Municipal Court Judge, and all time expended for judicial education. In addition to regularly scheduled sessions of the Black Diamond Municipal Court, the Judge shall conduct arraignments, probable cause hearings, bail hearings jury trials, or other court hearings as may be necessary and shall otherwise be available, as needed to provide the Municipal Court services in accordance with BDMC Chapter 2.36 and state statute. Bowman shall also use his best efforts to improve the City's Court by advancing the causes of justice, impartiality, fairness and efficiency in all of the Court's business.
4. **Compensation** – The City shall compensate Bowman at the flat rate of \$3,000.00 per month for all his time, both judicial and administrative. The rate of compensation may be adjusted annually by the mutual agreement of the parties, in writing.
5. **Judges Pro Tem** - In the event that Bowman is unable to serve due to disability, illness and/or absence, it shall be his/her responsibility to so notify the City and to make arrangements for the presence of a Judge pro tem. All Judges pro tem shall be qualified to hold the position of Judge of the Municipal Court, as provided herein. Judges pro tem shall be paid by the Municipal Court Judge, or in the event of disability, by the City the cost of which shall be reimbursed to the City by the Municipal Court Judge. In addition, in the event that a Judge pro tem is used because Bowman is unavailable to perform the duties as described herein by reason of his participation in training in order to meet the minimum requirements for continuing judicial education, the City shall reimburse Bowman up to 8 hours of such pro tem time per calendar year .
6. **Status** – Bowman will be an independent contractor, and shall pay all of his own withholding taxes, social security taxes, and any other payroll taxes.
7. **Termination** – This agreement shall be in effect during the term specified in paragraph two unless terminated by mutual agreement or according to law. The City shall release Bowman from his obligations under this contract if



Bowman accepts a full time judicial appointment, in which case Bowman will release the City from its obligations.

8. **Judicial College** – The City acknowledges that Bowman is required by rule to attend the Judicial College within twelve (12) months of his appointment. The City agrees to split any out of pocket expenses for tuition with Bowman.
9. **General Rule 29** – The parties agree that the provisions of Washington State Rules of Court General Rule 29, which governs the election, term, vacancies, removal, selection, responsibilities and authorities of presiding judges in courts of limited jurisdiction, shall be applicable to all court operations and personnel.
10. **Qualification** - Bowman declares that he is, and shall at all times during the term of this Agreement be, qualified to serve as a Municipal Court Judge in that he/she is a citizen of the United States and of the State of Washington, and an attorney admitted to practice law before the courts of record of the State of Washington.
11. **Indemnity Agreement** - The City shall defend, indemnify and hold Bowman and/or pro tem judges that may serve in his absence, harmless from any and all claims arising out of the good faith performance of his/her duties and functions as the Black Diamond Municipal Court Judge.
12. **Mediation and Arbitration** – Should any dispute arise between the parties, they disputed matter shall be submitted to mediation using a mediator from JAMS (Seattle office), and following the mediator selection process and mediation rules followed by JAMS. The parties shall each pay their own costs associated with mediation and shall each pay one half of the JAMS and mediator's fees. If the mediation is unsuccessful, then the matter, at either party's request, shall be submitted to binding arbitration in accordance with the Uniform Arbitration Act, Chapter 7.04A RCW. The substantially prevailing party shall be entitled to recover their costs and attorneys fees incurred in the arbitration, and the substantially non-prevailing party shall pay the cost of the arbitration, including the arbitrator's fee.

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Bill Bowman

Date

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Rebecca Olness, Mayor

Date