



**CITY OF BLACK DIAMOND**  
**October 18, 2016 Special Meeting Agenda**  
**City Council**  
25510 Lawson St., Black Diamond, Washington

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

**WORK SESSION:**

1. Preliminary Draft 2017 General Fund Budget
  - a. Introduction – Mayor Benson
  - b. Presentation – Ms. Miller

**ADJOURNMENT:**

**Black Diamond DRAFT  
General Fund  
Preliminary Budget**

**2017**



Black Diamond Railroad Depot during the period of 1910-1913 when rail travel was the norm. Photo Maude Shorey

*\*\*\*\*Please Note: Many historical photos in this document are courtesy of  
Washington State & the Black Diamond Historical Society\*\*\*\**

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## **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 4,305 citizens, population projections may reach above 20,000 in the next 20 years. Over past 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. More recent annexations in the city's urban growth area have increased the city's size by approximately 1,600 acres.

## **Form of Government**

Black Diamond is a "Code City" as described under Title 35A in the Revised Code of Washington. The City 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. 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 District 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.

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.

## **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 Mountain View Fire and Rescue (formerly Fire District 44) 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 a sewer utility. Black Diamond maintenance workers also provide upkeep to city parks and the cemetery.

## Black Diamond Elected Officials

Mayor  
Carol Benson  
Expires 12/31/2017

Position 3  
Janie Edelman  
Expires 12/31/2019

Position 1  
Tamie Deady  
Expires 12/31/2019

Position 4  
Brian Weber  
Expires 12/31/2017

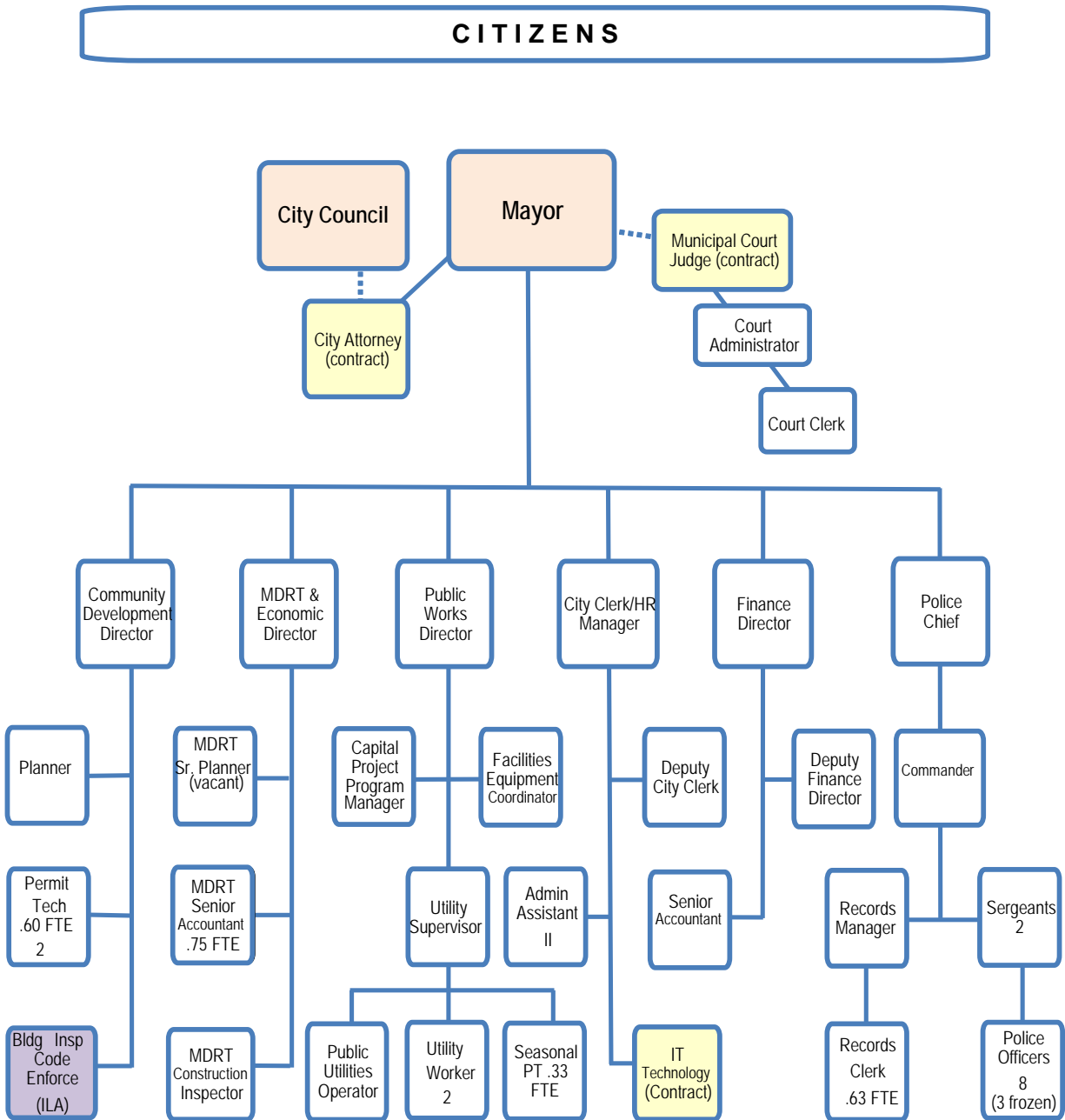
Position 2  
Erika Morgan  
Mayor Pro-tem  
Expires 12/31/17

Position 5  
Pat Pepper  
Expires 12/31/2019



1925 Float in the Black Diamond July 4th Parade

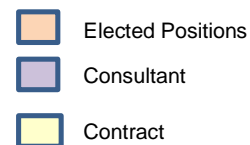
## City of Black Diamond 2017 DRAFT Organization Chart



This Chart represents preliminary budgeted positions for 2017.

Each position is filled by 1 FTE, unless otherwise noted.

Black Diamond is served by Mountain View Fire and Rescue.



2017 DRAFT Proposed Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Sewer Fund	Storm water Fund
<b>Administration</b>							
Administrative Assistant 2	1.00		0.10		0.30	0.30	0.30
<b>Total Administration</b>	<b>1.00</b>		<b>0.10</b>	<b>0.00</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>
<b>City Clerk</b>							
City Clerk/HR Manager	1.00	0.50	0.20		0.10	0.10	0.10
Deputy City Clerk	1.00		0.50	0.04	0.15	0.15	0.16
<b>Total City Clerk</b>	<b>2.00</b>	<b>0.50</b>	<b>0.70</b>	<b>0.04</b>	<b>0.25</b>	<b>0.25</b>	<b>0.26</b>
<b>Finance Department</b>							
Finance Director	1.00		0.70		0.10	0.10	0.10
Deputy Finance Director	1.00		0.72		0.09	0.10	0.09
Senior Accountant	1.00		0.60	0.04	0.12	0.12	0.12
<b>Total Finance</b>	<b>3.00</b>		<b>2.02</b>	<b>0.04</b>	<b>0.31</b>	<b>0.32</b>	<b>0.31</b>
<b>Police Department</b>							
Police Chief	1.00		1.00				
Police Commander	1.00		1.00				
Sergeant	2.00		2.00				
Police Officers	5.00		5.00				
Police Records Coordinator	1.00		1.00				
Police Clerk	0.63		0.63				
<b>Total Police Department</b>	<b>10.63</b>		<b>10.63</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Municipal Court</b>							
Court Administrator	1.00		1.00				
Court Clerk	1.00		1.00				
<b>Total Court</b>	<b>2.00</b>		<b>2.00</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Community Development</b>							
Community Development Director	1.00		1.00				
Planner	1.00		1.00				
Permit Technician	1.20		1.20				
<b>Total Community Development</b>	<b>3.20</b>		<b>3.20</b>				
<b>Master Dev Review Team (MDRT)</b>							
MDRT & Economic Dev Director	1.00	1.00					
Utilities Construction Supervisor	1.00	1.00					
Senior Planner	1.00	1.00					
Senior Accountant	0.75	0.75					
<b>Total MDRT Review Team</b>	<b>3.75</b>	<b>3.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Facilities Department</b>							
Facilities Equipment Coordinator	1.00		0.80	0.05	0.05	0.05	0.05
<b>Total Facilities</b>	<b>1.00</b>		<b>0.80</b>	<b>0.05</b>	<b>0.05</b>	<b>0.05</b>	<b>0.05</b>
<b>Public Works</b>							
Public Works Director	1.00		0.06	0.26	0.23	0.23	0.22
Capital Project/Program Manager	1.00			0.25	0.25	0.25	0.25
Utilities Supervisor	1.00		0.05	0.23	0.24	0.24	0.24
Utility Worker	2.00		0.10	0.4	0.5	0.5	0.5
Utilities Operator	1.00		0.10	0.15	0.25	0.25	0.25
Seasonal Maintenance	0.33		0.16	0.06	0.06		0.05
<b>Total Public Works</b>	<b>6.33</b>		<b>0.47</b>	<b>1.35</b>	<b>1.53</b>	<b>1.47</b>	<b>1.51</b>
<b>Total Budget Positions (FTE's)</b>	<b>32.91</b>	<b>4.25</b>	<b>19.92</b>	<b>1.48</b>	<b>2.44</b>	<b>2.39</b>	<b>2.43</b>

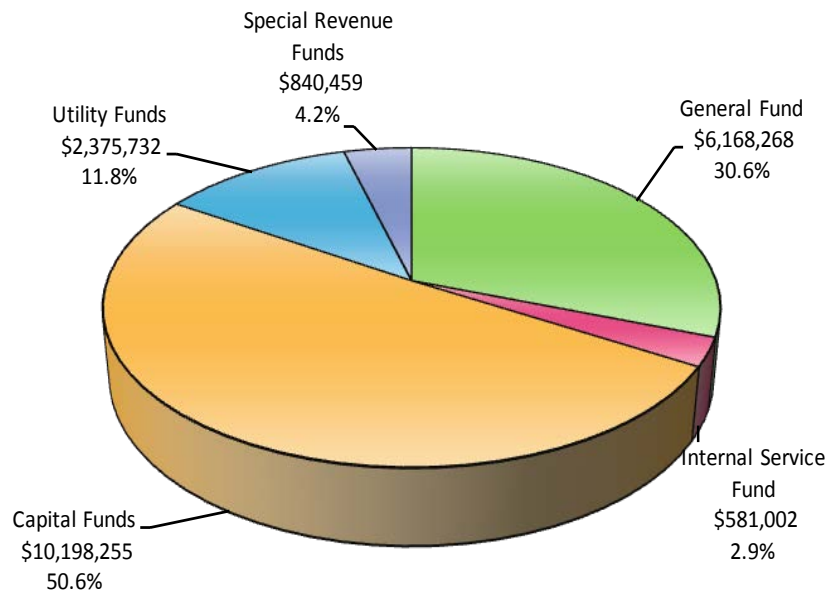


## DRAFT Preliminary Combined 2017 Preliminary Budget - All Funds

	Beginning Fund Balance	2017 Revenue	Total Sources	2017 Expenditures	Ending Fund Balance	Total Uses
1 <b>General Fund 001</b>	1,303,353	4,864,915	6,168,268	5,146,977	1,021,291	6,168,268
2 <b>Special Revenue Funds</b>						
3 101 Street Fund	132,546	216,993	349,539	238,210	111,329	349,539
4 107 Fire Impact Fees	178,865	66,000	244,865	200,000	44,865	244,865
5 108 Trans. Benefit District Fund	6,000	100,000	106,000	100,000	6,000	106,000
6 109 Traffic Mitigation Fees	74,055	66,000	140,055	74,055	66,000	140,055
7 <b>Utility Operating Funds</b>						
8 401 Water Fund	161,635	798,248	959,883	790,943	168,940	959,883
9 407 Wastewater Fund	129,271	833,960	963,231	887,599	75,632	963,231
10 410 Stormwater Fund	102,698	349,920	452,618	370,796	81,822	452,618
11 <b>Capital Funds</b>						
12 310 Gen. Government CIP Fund	130,418	313,820	444,238	444,238	-	444,238
13 and REET 1	152,258	113,625	265,883	123,500	142,383	265,883
14 320 Street CIP Fund	130,029	7,528,108	7,658,137	7,658,137	-	7,658,137
15 and REET 2	131,000	113,025	244,025	195,991	48,034	244,025
16 402 Water Supply and Facility Fund		465,000	465,000	465,000		465,000
17 404 Water Capital Fund	205,533	65,000	270,533	85,000	185,533	270,533
18 408 Wastewater Capital Fund	610,439	119,000	729,439	199,000	530,439	729,439
19 410 Stormwater Capital Fund	64,000	57,000	121,000	121,000		121,000
20 <b>Internal Service Fund 510</b>						
21 1 - Fire Equipment Repl Fund	40,872		40,872	40,872	-	40,872
22 2 - Street Equipment Repl Fund	276,810	94,000	370,810	47,000	323,810	370,810
23 3 - Police Equipment Repl Fund	9320	160,000	169,320	169,320	-	169,320
24 <b>Total All Funds</b>	<b>3,839,102</b>	<b>16,324,614</b>	<b>20,163,716</b>	<b>17,357,638</b>	<b>2,806,078</b>	<b>20,163,716</b>

## Total Black Diamond 2017 Preliminary Budget

\$20,163,716





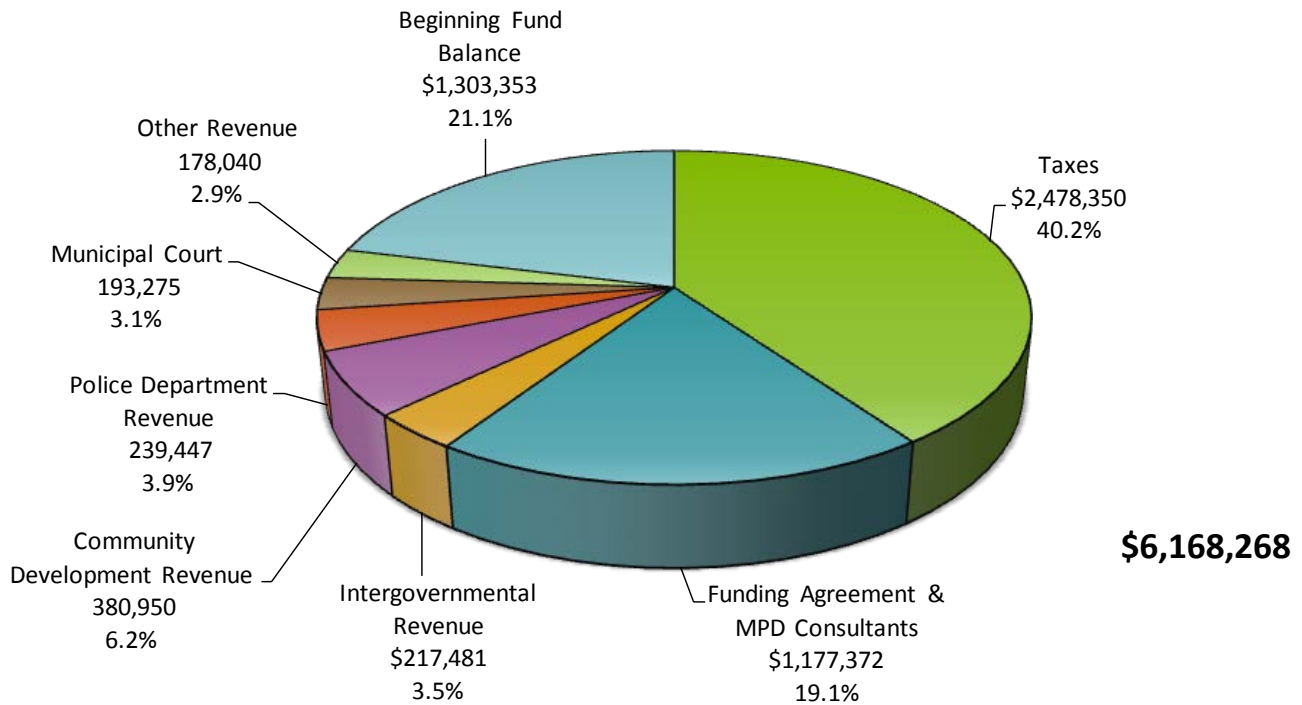
# General Fund

The General Fund is the primary fund of the City. It is similar to a firm's general ledger account, and records all assets and liabilities of the entity that are not assigned to a special purpose fund. It provides the resources necessary to sustain the day-to-day activities and thus pays for administrative and operating expenses.

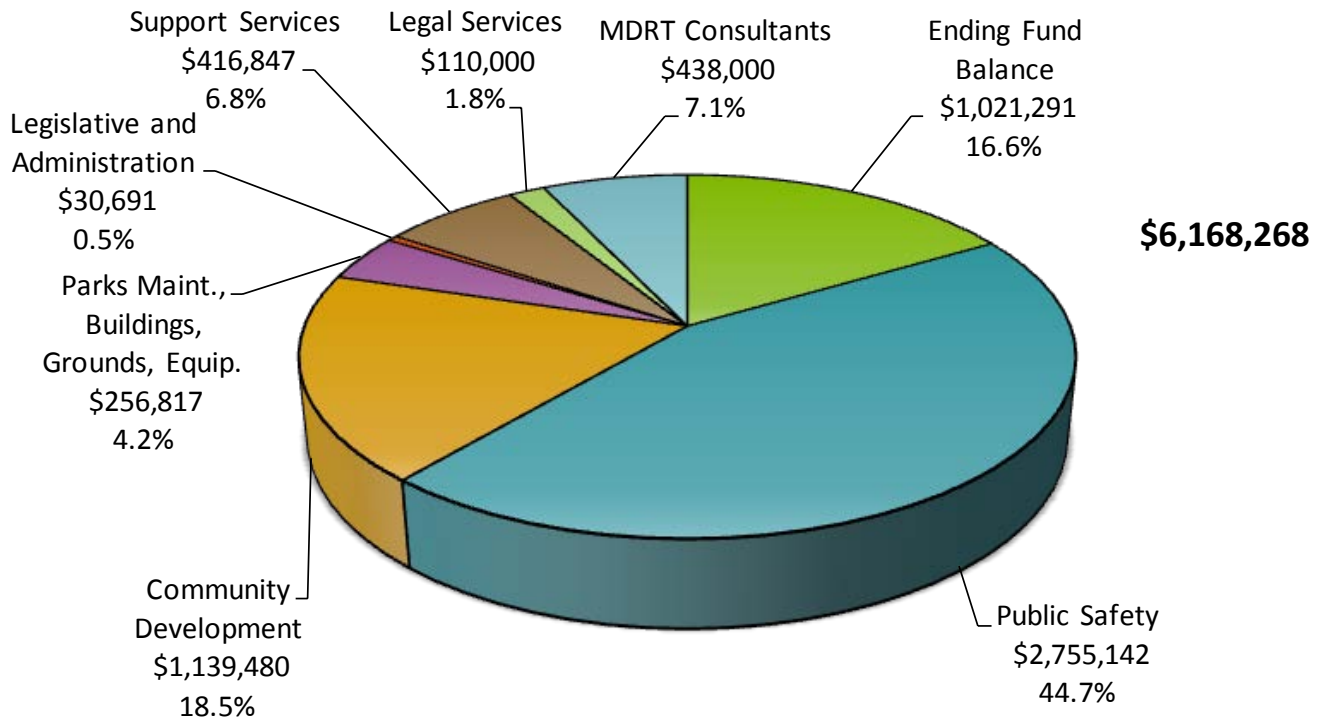


West side of Railroad Ave, looking south from the railroad depot, circa 1910

## 2017 DRAFT General Fund Sources



## 2017 DRAFT General Fund Uses



## General Fund 2017 DRAFT Preliminary 2017 Budget

General Fund Revenue by Type					
2016					
	2016 Budget	2016 Thru August	Estimated Year End	2017 Budget	2016 to 2017 Budget Diff
1 Total Beginning Cash and Investments	1,072,660	1,238,076	1,205,376	1,303,353	230,693
2 <b>REVENUE</b>					
3 Property Tax	1,465,908	786,665	1,475,350	1,490,100	24,192
4 Sales Tax	326,250	269,747	350,000	385,000	58,750
5 Utility & Gambling Tax	563,500	415,579	594,800	603,250	39,750
6 Business & Other Licenses & Fees	22,000	22,695	23,000	23,500	1,500
7 Cable Franchise Fees	66,000	53,228	76,000	76,000	10,000
8 Land Use and Permit Fees (Comm. Dev)	181,310	159,488	315,000	380,950	199,640
9 Liquor Tax & Profits	54,750	32,558	55,150	56,481	1,731
10 State Sales Tax Assistance	78,460	40,806	90,000	95,000	16,540
11 KC EMS Levy, Recycle Grants	71,991	65,012	74,975	66,000	(5,991)
12 Police Grants, Crim Justice & Misc	152,215	176,827	239,688	239,447	87,232
13 Municipal Court Fines and Fees	109,521	87,521	122,305	193,275	83,754
14 Passports/(charge for services now cost alloc)	101,400	12,684	19,550	22,150	(79,250)
15 Parks, Cemetery & Misc Revenue	50,040	35,464	50,463	56,390	6,350
16 <b>Subtotal Operating Revenue</b>	<b>3,243,345</b>	<b>2,158,274</b>	<b>3,486,281</b>	<b>3,687,543</b>	<b>444,198</b>
17 Funding Agreement-MDRT	822,497	485,327	726,000	739,372	(83,125)
18 <b>Total Operating Revenue</b>	<b>4,065,842</b>	<b>2,643,601</b>	<b>4,212,281</b>	<b>4,426,915</b>	<b>361,073</b>
19 Developer Reimb-SEPA Legal	10,000				(10,000)
20 Developer Reimb-MDRT Consultants	438,000	197,180	438,000	438,000	0
21 <b>Total General Fund Sources</b>	<b>5,586,502</b>	<b>4,078,857</b>	<b>5,855,657</b>	<b>6,168,268</b>	<b>351,073</b>
22 <b>EXPENDITURES</b>					
23 Legislative-Council	15,711	7,108	15,400	15,814	103
24 Executive-Mayor	15,118	9,918	15,118	14,877	(241)
25 City Clerk/Human Resources	227,588	129,332	207,500	190,428	(37,160)
26 Finance*	181,014	133,340	195,000	212,773	31,759
27 Information Services	31,175	18,106	32,510	41,910	10,735
28 Legal Service	55,000	45,868	80,000	110,000	55,000
29 Legal-Pros Atty & Pub Defender	61,250	36,250	61,250	61,250	0
30 Municipal Court	168,769	107,650	165,400	232,041	63,272
31 Police Department	1,700,472	1,091,488	1,650,000	1,897,480	197,008
32 Fire Department	525,375	250,817	500,400	534,905	9,530
33 Recycle/Air Qual/Mntl Hlth/Anim Cont	32,166	13,437	32,166	24,366	(7,800)
34 Master Dev Review Team & Econ Dev	586,130	326,668	580,130	582,005	(4,125)
35 MDRT-FF&E costs	71,195	48,895	76,900	76,867	5,672
36 Hearing Examiner	5,000	615	2,000	5,000	0
37 Community Development	321,324	160,395	281,324	475,608	154,284
38 Facilities-Staff & Miscellaneous	47,876	32,466	48,350	51,572	3,696
39 Facilities Bldg Mtc-Lease & Maintenance	73,200	42,420	73,200	73,021	(179)
40 Emergency Management	5,000	402	2,000	5,100	100
41 Parks	51,206	30,284	51,200	55,131	3,925
42 Parks Museum	7,551	5,091	8,000	7,826	275
43 Parks Gym	11,316	6,514	10,716	8,406	(2,910)
44 Cemetery	18,598	10,292	16,740	18,951	353
45 Central Svcs -Paper, Post, Printing, Cks	32,353	7,802	9,000	13,646	(18,707)
46 <b>Total Operating Expenditures</b>	<b>4,244,387</b>	<b>2,515,158</b>	<b>4,114,304</b>	<b>4,708,977</b>	<b>464,590</b>
47 Developer SEPA	10,000			0	(10,000)
48 Developer MDRT-Consultants	438,000	192,477	438,000	438,000	0
49 <b>Total Other Expenditures</b>	<b>448,000</b>	<b>192,477</b>	<b>438,000</b>	<b>438,000</b>	<b>(10,000)</b>
50 <b>Total Expenditures</b>	<b>4,692,387</b>	<b>2,707,635</b>	<b>4,552,304</b>	<b>5,146,977</b>	<b>454,590</b>
51 Ending Cash & Inv Bal Gen Govt	734,115	1,211,222	1,178,353	896,291	162,176
52 Ending Cash & Inv Bal Developer	160,000	160,000	125,000	125,000	(35,000)
53 <b>Total Ending Cash and Investments</b>	<b>894,115</b>	<b>1,371,222</b>	<b>1,303,353</b>	<b>1,021,291</b>	<b>127,176</b>
54 <b>Total General Fund Uses</b>	<b>5,586,502</b>	<b>4,078,857</b>	<b>5,855,657</b>	<b>6,168,268</b>	<b>581,766</b>

55 \* Includes audit costs budgeted in 2015 and billed in 2016.

Ending Fund Balance at 22%

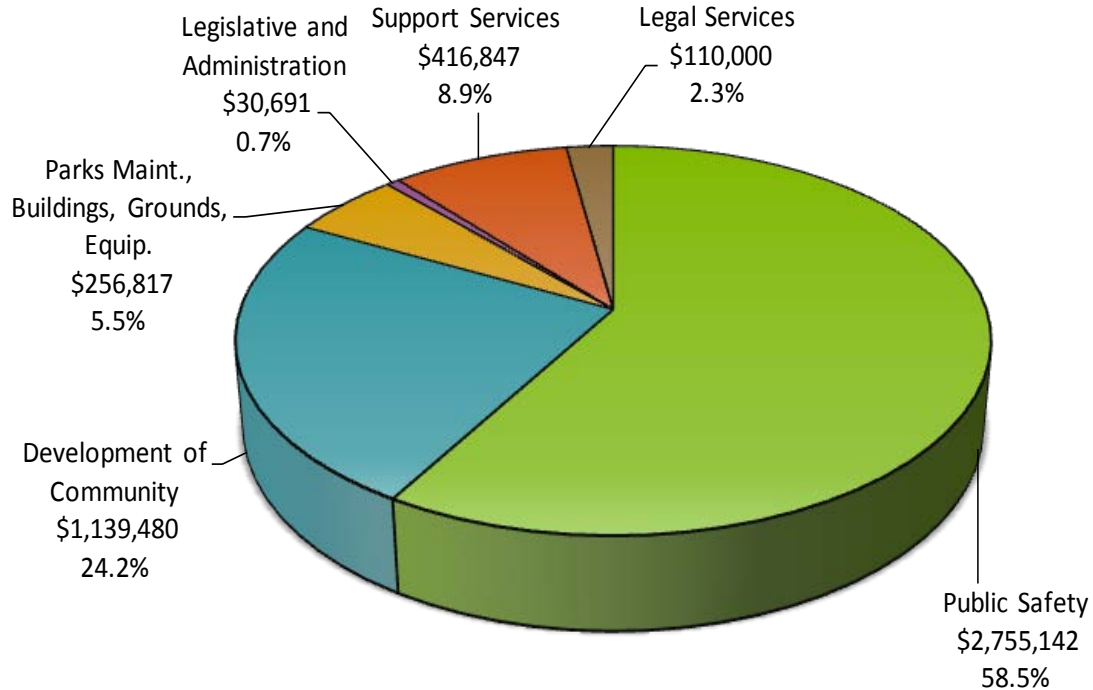
	Functions Supported by Operating Revenue Sources	2016 Budget	2017 Budget	\$ Change	% Change	Public Safety	General Govt	MDRT
	Beginning Cash and Investments	1,072,660	1,301,462	228,802	21.3%		1,178,353	125,000
	<b>REVENUE</b>							
1	<b>Public Safety Revenue Support</b>							
2	Property Tax	1,465,908	1,490,100	24,192	1.7%	1,490,100		
3	Utility and Gambling Tax	563,500	603,250	39,750		603,250		
4	Criminal Justice Sales Tax	110,600	116,532	5,932	5.4%	116,532		
5	Liquor Tax & Profits	54,750	56,481	1,731	3.2%	56,481		
6	Court Fines and Fees	109,521	193,275	83,754	76.5%	193,275		
7	EMS Levy Taxes	56,000	56,000	0	0.0%	56,000		
8	Police Grants, Charges for Service, Misc	41,615	122,895	81,280	195.3%	122,895		
9	<b>Subtotal Public Safety Revenue</b>	<b>2,401,894</b>	<b>2,638,533</b>	<b>236,639</b>	<b>9.9%</b>	<b>2,638,533</b>		
10	<b>General Government Support</b>							
11	Sales Tax	326,250	385,000	58,750	18.0%		385,000	
12	Land Use and Permitting Fees	181,310	380,950	199,640	110.1%		380,950	
13	State Sales Tax Assistance	78,460	95,000	16,540	21.1%	95,000		
14	Recycle and Misc. Grants	15,991	10,000	(5,991)	-37.5%		10,000	
15	Cable Franchise Fees	66,000	76,000	10,000	15.2%		76,000	
16	Parks and Cemetery Fees	47,540	47,540	0	0.0%		47,540	
17	Passport Fees	21,900	22,150	250	1.1%		22,150	
18	Business License Fees	22,000	23,500	1,500	6.8%	23,500		
19	Alloc for Software, Maint & CC Fees	79,500					0	
20	Other Misc. Fees and Charges	2,500	8,870	6,370	254.8%		8,870	
21	<b>Subtotal General Govt Revenue</b>	<b>841,451</b>	<b>1,049,010</b>	<b>207,559</b>	<b>24.7%</b>	<b>118,500</b>	<b>930,510</b>	
22	<b>Subtotal Operating Revenue</b>	<b>3,243,345</b>	<b>3,687,543</b>	<b>444,198</b>	<b>13.7%</b>	<b>2,757,033</b>	<b>2,108,863</b>	
23	Developer Funding Agreement	822,497	739,372	(83,125)	-10.1%			739,372
24	<b>Total General Fund Operating Sources</b>	<b>5,138,502</b>	<b>5,728,377</b>	<b>589,875</b>	<b>11.5%</b>	<b>2,757,033</b>	<b>2,108,863</b>	<b>864,372</b>
25	<b>EXPENDITURES</b>							
26	Police Department	1,700,472	1,897,480	197,008	11.6%	1,897,480		
27	Fire Department	525,375	534,905	9,530	1.8%	534,905		
28	Recycle/Air Qual/Mntl Hlth/Animal Control	32,166	24,366	(7,800)	-24.2%	24,366		
29	Emergency Management	5,000	5,100	100	2.0%	5,100		
30	Municipal Court	168,769	232,041	63,272	37.5%	232,041		
31	Legal-Pros Atty & Pub Defender	61,250	61,250	0	0.0%	61,250		
32	<b>Subtotal Public Safety Expenditures</b>	<b>2,493,032</b>	<b>2,755,142</b>	<b>262,110</b>	<b>10.5%</b>	<b>2,755,142</b>		
33	Legislative-Council	15,711	15,814	103	0.7%		15,814	
34	Executive-Mayor	15,118	14,877	(241)	-1.6%		14,877	
35	City Clerk/Human Resources	227,588	190,428	(37,160)	-16.3%		109,928	80,500
36	Finance	181,014	212,773	31,759	17.5%		212,773	
37	Information Services	31,175	41,910	10,735	34.4%		41,910	
38	Legal Service	55,000	110,000	55,000	100.0%		110,000	
39	Master Dev Review Team & Econ Dev	586,130	582,005	(4,125)	-0.7%			582,005
40	MDRT-FF&E costs	71,195	76,867	5,672	8.0%			76,867
41	Hearing Examiner	5,000	5,000	0	0.0%		5,000	
42	Community Development-Permitting	174,681	302,145	127,464	73.0%		302,145	
43	Community Development-Planning	146,643	173,463	26,820	18.3%		173,463	
44	Facilities-Staff & Miscellaneous	47,876	51,572	3,696	7.7%		51,572	
45	Facilities Bldg Mtc-Supplies & Maint	73,200	73,021	(179)	-0.2%		73,021	
46	Parks	51,206	55,031	3,825	7.5%		55,031	
47	Park's Museum	7,551	7,826	275	3.6%		7,826	
48	Park's Gym	11,316	8,506	(2,810)	-24.8%		8,506	
49	Cemetery	18,598	18,951	353	1.9%		18,951	
50	Central Svcs -Paper, Post, Printing, Checks	32,353	13,646	(18,707)	-57.8%		13,646	
51	<b>Subtotal Gen Govt Expenditures</b>	<b>1,751,355</b>	<b>1,953,835</b>	<b>202,480</b>	<b>11.6%</b>			
52	<b>Total Operating Expenditures</b>	<b>4,244,387</b>	<b>4,708,977</b>	<b>464,590</b>	<b>10.9%</b>	<b>2,755,142</b>	<b>1,214,463</b>	<b>739,372</b>
53	<b>Ending Cash and Investment Balance</b>	<b>894,115</b>	<b>1,021,291</b>	<b>125,285</b>	<b>14.0%</b>	<b>1,891</b>	<b>894,400</b>	<b>125,000</b>
54	<b>Total GF Operating Uses</b>	<b>5,138,502</b>	<b>5,730,268</b>	<b>591,766</b>	<b>11.5%</b>			

## General Fund Expenditures Functional Summary

### Functional Comparisons for 2015 - 2017

	2015 Actual	2016 Budget	2017 Budget	% of Total
1 Public Safety	2,300,154	2,470,886	2,755,142	58.5%
2 Development of Community	797,290	983,649	1,139,480	24.2%
3 Parks Maint., Buildings, Grounds, Equip.	251,663	263,088	256,817	5.5%
4 Legislative and Administration	27,002	30,829	30,691	0.7%
5 Support Services	400,647	440,995	416,847	8.9%
6 Legal Services	47,991	55,000	110,000	2.3%
7 <b>Total General Fund Operations</b>	<b>3,824,747</b>	<b>4,244,447</b>	<b>4,708,977</b>	<b>100.0%</b>

**2017: \$4,708,977**



## 2017 General Fund Preliminary Budget - Expenditures

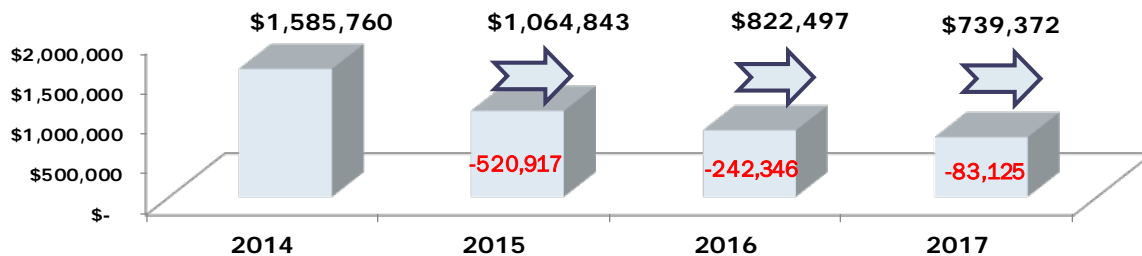
General Fund Expenditures by Type		2016 Budget	2016 Thru August	2016 Estimated Year End	2017 Budget	2016 to 2017 Budget Change
<b>Public Safety</b>						
1	Police Department	1,700,472	1,091,488	1,650,000	1,897,480	197,008
2	Fire Department	525,375	250,817	500,400	534,905	9,530
3	Municipal Court	168,769	107,650	165,400	232,041	63,272
4	Court Public Defender	37,250	20,250	37,250	37,250	0
5	Prosecuting Attorney	24,000	16,000	24,000	24,000	0
6	Recycle/Air Qual/Ment Health/Anim Contrl	32,166	13,437	32,166	24,366	(7,800)
7	Emergency Management	5,000	402	2,000	5,100	100
8	<b>Total Public Safety</b>	<b>2,493,032</b>	<b>1,500,044</b>	<b>2,411,216</b>	<b>2,755,142</b>	<b>262,110</b>
<b>Community Development</b>						
9	Com Development/Permitting	201,688	96,169	174,681	315,145	113,457
10	Com Development/Planning	119,636	64,226	106,643	160,463	40,827
11	Com Development-Hearing Examiner	5,000	615	2,000	5,000	0
12	Master Development Review Team	657,325	374,962	657,030	658,872	1,547
13	<b>Total Dev of Community</b>	<b>983,649</b>	<b>535,972</b>	<b>940,354</b>	<b>1,139,480</b>	<b>155,831</b>
<b>Parks Mtc (Bldg, Grounds &amp; Equipment)</b>						
14	Buildings & Grounds Maintenance	139,943	86,491	117,066	140,825	882
15	Parks Maintenance	51,206	30,284	51,200	55,131	3,925
16	Cemetery Maintenance	18,598	10,292	16,740	18,951	353
17	Information Technology Mtc.	31,175	18,106	32,510	41,910	10,735
18	<b>Total Mtc of Bld, Grd, Eq</b>	<b>240,922</b>	<b>145,173</b>	<b>217,516</b>	<b>256,817</b>	<b>15,895</b>
<b>Legislative &amp; Administration</b>						
19	Legislative-Council	15,711	7,108	15,400	15,814	103
20	Executive-Mayor	15,118	9,918	15,118	14,877	(241)
21	<b>Total Legislative &amp; Administration</b>	<b>30,829</b>	<b>17,026</b>	<b>30,518</b>	<b>30,691</b>	<b>(138)</b>
<b>Support Services</b>						
22	City Clerk/Human Resources	227,588	129,332	207,500	190,428	(37,160)
23	Finance	181,014	133,340	195,000	212,773	31,759
24	Central Services	32,353	7,802	9,000	13,646	(18,707)
25	<b>Total Support Services</b>	<b>440,955</b>	<b>270,474</b>	<b>411,500</b>	<b>416,847</b>	<b>(24,108)</b>
<b>Legal Services</b>						
26	General Legal Services	30,000	30,131	50,000	60,000	30,000
27	Public Disclosure Legal Review	5,000	4,061	10,000	5,000	0
28	Labor Contract & Employee Legal	10,000	9,037	12,000	25,000	15,000
29	Lawsuits and Other	10,000	2,640	8,000	20,000	10,000
30	<b>Total Legal Services</b>	<b>55,000</b>	<b>45,868</b>	<b>80,000</b>	<b>110,000</b>	<b>55,000</b>
31	<b>Subtotal General Fund Operating Exp.</b>	<b>4,244,387</b>	<b>2,514,557</b>	<b>4,091,104</b>	<b>4,708,977</b>	<b>464,590</b>
32	SEPA (State Environmental Policy Act)	10,000				
33	Developer MDRT Consultants	438,000	192,477	438,000	438,000	0
34	<b>Total General Fund Expenditures</b>	<b>4,692,387</b>	<b>2,707,034</b>	<b>4,529,104</b>	<b>5,146,977</b>	<b>454,590</b>
35	Ending Cash and Investments	734,115	1,206,699	1,166,553	861,291	127,176
36	Ending Cash and Investments Dev	160,000	160,000	160,000	160,000	-
37	<b>Total General Fund Uses</b>	<b>5,586,502</b>	<b>4,073,733</b>	<b>5,855,657</b>	<b>6,168,268</b>	<b>581,766</b>



## Funding Agreement

<b>MDRT Management Development Review Team</b>		<b>2017 Funded FTE</b>	<b>2014 Adjusted Budget</b>	<b>2015 Budget</b>	<b>2016 Budget</b>	<b>2017 Budget</b>
1	MDRT & Economic Development Director	1.00	143,563	146,509	148,362	153,398
2	Comm Dev Director-FT -Jan-June 2014		58,270			
3	Comm Dev/Nat Res Dir.-50% -July-Dec 2014		37,308	75,842	67,520	
3	Construction Support	1.00	123,745	143,681	135,800	136,164
4	MDRT Sr Planner-	0.75	71,160	95,226	97,800	122,795
5	MDRT Senior Accountant/Adm Asst	1.00	73,736	75,419	77,974	75,958
5	Pub Works, Finance, Comm Dev Dir					50,000
6	Pub works Labor alloc					2,000
7	City Clerk/Resources Manager	0.50	148,117	146,816	153,256	80,500
7	<b>Subtotal MDRT Staff</b>	<b>4.25</b>	<b>655,899</b>	<b>683,493</b>	<b>680,712</b>	<b>620,815</b>
8	MDRT-Expenses		33,659	32,500	38,673	41,690
9	MDRT-Alloc PW Dir, Finance			30,000	20,000	
9	MDRT One Vehicle/Computers		30,000	50,000	0	0
10	FF&E- MDRT		61,129	81,505	83,112	76,867
11	<b>Total MDRT</b>	<b>4.25</b>	<b>780,687</b>	<b>877,498</b>	<b>822,497</b>	<b>739,372</b>
<b>Balance of Core Agreement (254)</b>						
12	Public Works Director		74,620	19,774		
13	Natural Res Parks Dir-Jan-June 2014		74,616			
14	Comm Dev/Hr Director-50% July-Dec 2014		37,308	19,488		
15	Information Svs-Contracted		92,176	12,985		
16	Finance Director		123,725	31,661		
17	Deputy Finance Director		111,990	29,064		
18	Permit Center Supervisor 2014 Budget		103,041			
19	Re-allocate vacant Permit Center Supervisor		(94,977)			
20	Core Planner -Contract thru 3/19/14		52,200	21,246		
21	Add Permit Center Tech-Feb-Dec 2014		37,636	11,123		
22	Facilities Equipment Coordinator		80,418	24,805		
23	<b>Subtotal Core Balance @ 2.65 months</b>		<b>692,753</b>	<b>170,146</b>	<b>0</b>	<b>0</b>
24	Core 2015 FF&E-limited wind-down @ 2.65 Months		112,320	17,199		
25	<b>Total Core balance @ 2.65 months</b>		<b>805,073</b>	<b>187,345</b>	<b>0</b>	<b>0</b>
26	<b>Total Funding Agree Op Costs-Funding Revenue</b>		<b>1,585,760</b>	<b>1,064,843</b>	<b>822,497</b>	<b>739,372</b>
27	MDRT Legal & Consultant Reimb		485,000	470,000	438,000	438,000
28	<b>Grand Total Funding Agreement</b>		<b>2,070,760</b>	<b>1,534,843</b>	<b>1,260,497</b>	<b>1,177,372</b>
29	<b>2016 - 2017 Budget Reduction</b>				<b>(274,346)</b>	<b>(83,125)</b>

**Funding Agreement Operating Budget Reduction 2014 - 2017**



Since 2014, the Funding Agreement has been reduced by \$846,388, or 53.4%.



## General Fund Revenues

The General Fund budget refers to the expenditures and revenues associated with the delivery of City services in Black Diamond that are funded with property, sales, and utility taxes, charges & fees, and state shared revenues. Services provided under the general fund include police and fire, municipal court, parks maintenance, building permits, development review, and administrative functions in the City. The General Fund includes close to one half of Black Diamond's total budget.

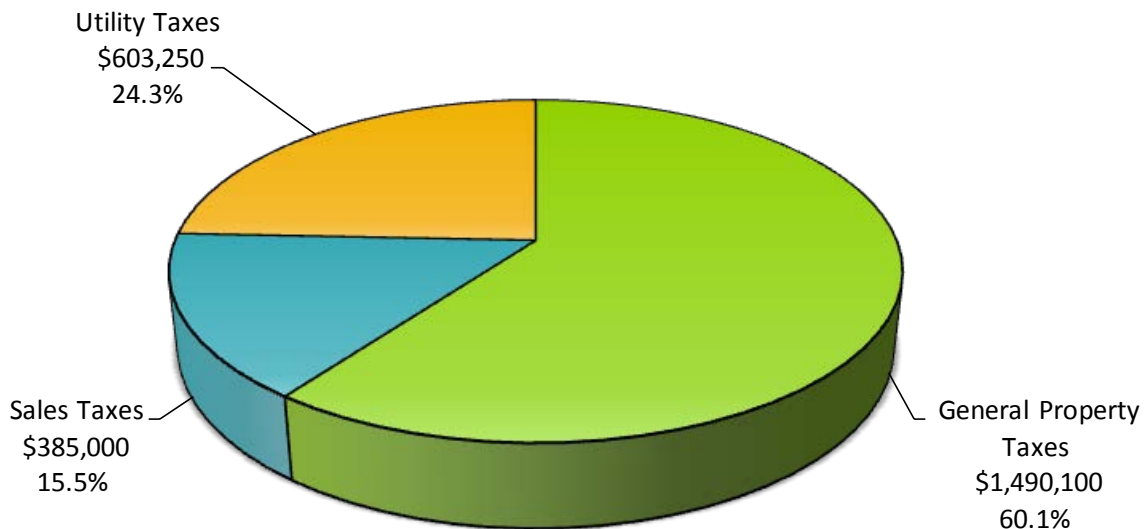
Top Twenty General Fund Revenue Sources		Budget 2017
1	General Property Taxes	1,490,100
2	Sales Taxes	385,000
3	Electrical Utility Tax	235,000
4	Municipal Court Fines and Fees	193,275
5	Plan Check and Land Use Fees	191,300
6	Building Permits	189,650
7	Local Criminal Justice Funds	116,532
8	Sales Tax Assistance from State	95,000
9	Police Traffic School	95,000
10	Telephone Tax	82,000
11	Cable TV Utility Tax	80,000
12	Cable Franchise Fees	76,000
13	Stormwater Utility Tax	66,600
14	Liquor Board Tax & Profits	56,481
15	KC EMS VLS Contract	56,000
16	Sewer Utility Tax	50,400
17	Water Utility Tax	43,400
18	Solid Waste Utility Tax	42,000
19	Parks: Parking & Gym Fees	34,940
20	Business Licenses	23,500

## General Fund Taxes

Locally levied taxes represent Black Diamond's largest portion of revenues of \$2,478,350 or 56% 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, stormwater, electric, gas, cable and telephone) and gambling taxes. A 5.2% increase of \$122,692 is estimated in 2017. The sales tax estimation increase of 18% is due to trend, as increased development and remodeling is picking up. Property taxes have increased slightly, due to +1% and new construction. Estimates for electrical and utility taxes have been budgeted according to trend.

General Fund Tax Revenue	Actual 2014	Actual 2015	Budget 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1 General Property Taxes	1,438,113	1,460,777	1,465,908	1,475,350	1,490,100	24,192	1.7%
2 Sales Taxes	302,927	311,926	326,250	350,000	385,000	58,750	18.0%
3 Electrical Tax	220,845	214,323	211,000	232,100	235,000	24,000	11.4%
4 Water Utility Tax	39,520	45,137	40,900	42,150	43,400	2,500	6.1%
5 Stormwater Utility Tax	63,798	64,348	64,000	65,900	66,600	2,600	4.1%
6 Sewer Utility Tax	43,683	45,400	44,900	45,800	50,400	5,500	12.2%
7 Solid Waste Tax	32,834	36,716	32,800	40,000	42,000	9,200	28.0%
8 Cable TV Utility Tax	72,109	78,378	76,000	79,000	80,000	4,000	5.3%
9 Telephone Tax	106,162	96,506	90,000	86,000	82,000	(8,000)	-8.9%
10 Gas Utility Tax	366	289	300	250	250	(50)	-16.7%
11 Pull Tabs and Punch Board Tax	3,604	2,866	3,600	3,600	3,600	-	0.0%
12 <b>Total General Fund Taxes</b>	<b>2,323,960</b>	<b>2,356,665</b>	<b>2,355,658</b>	<b>2,420,150</b>	<b>2,478,350</b>	<b>122,692</b>	<b>5.2%</b>

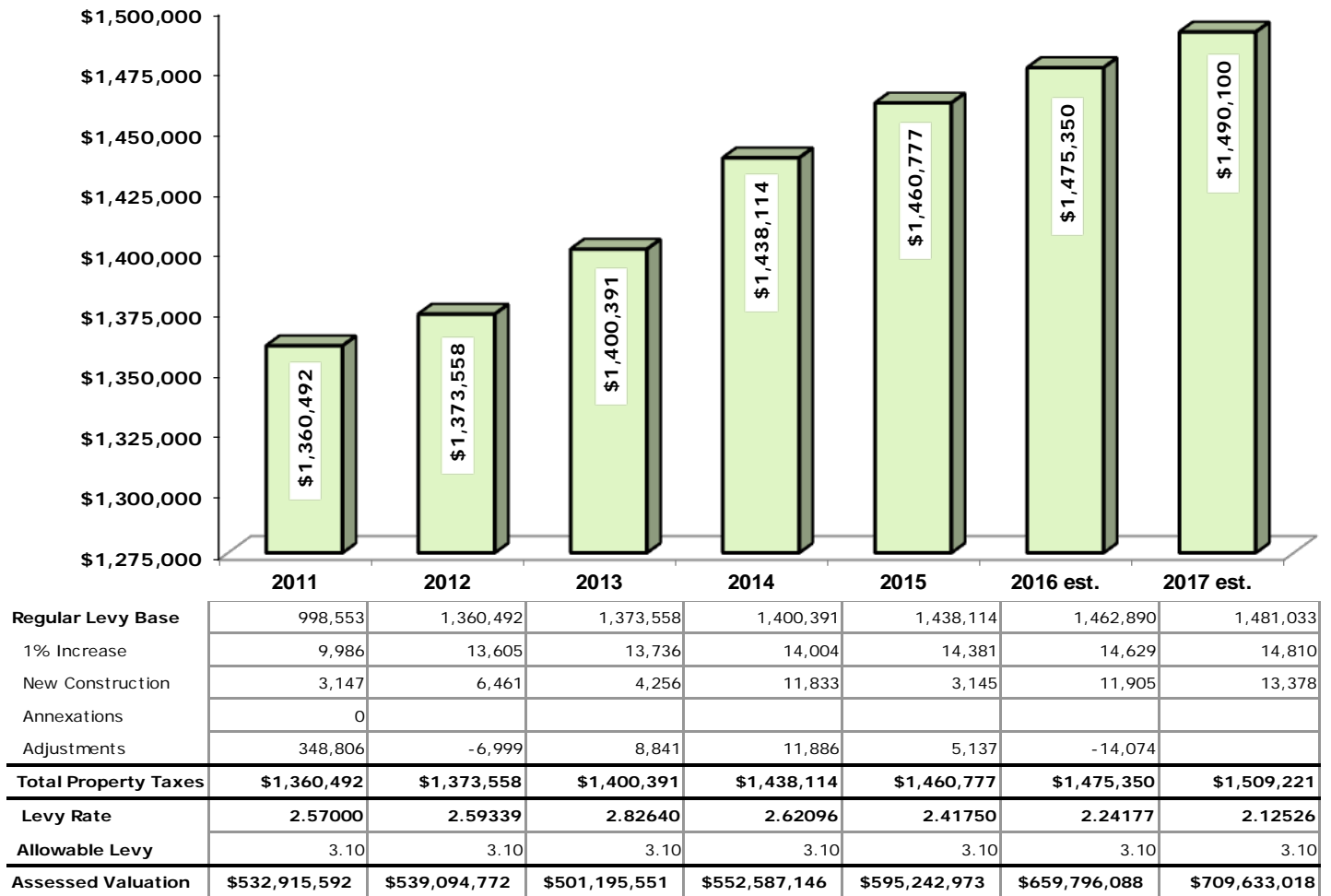
### 2017 General Fund Tax Revenue \$2,478,350



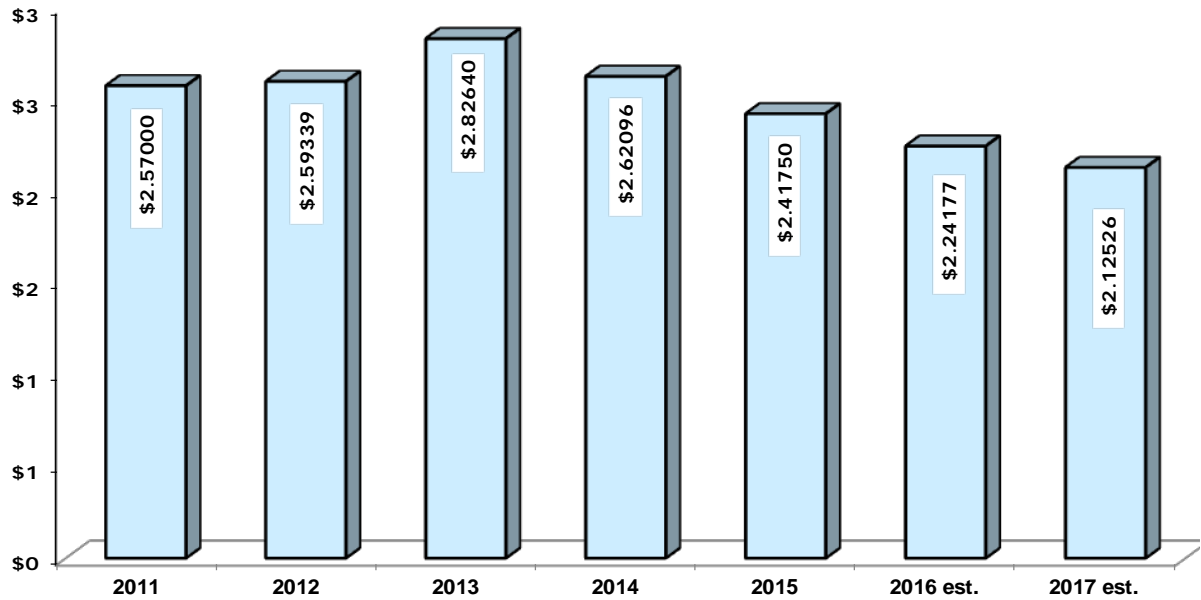
**Property taxes** make up 60.1% of the General Fund's tax revenue and estimated to generate \$1,490,100 in revenue for the City in 2017. All revenues from property taxes go directly to the General Fund to support public safety for police, fire protection and emergency services. The City of Black Diamond depends heavily on property tax collections, as the City has a small commercial base to generate sales tax revenue.

In Washington cities such as Black Diamond, property tax increases are limited to a 1% total dollar annual increase per year unless voters approve a lid-lift or larger percent increases. King County sets assessed valuation on property and calculates levy rates. Each taxing authority receives a portion of the tax amount, which King County collects and then passes on. In Black Diamond, there are three school districts with separate rates, so depending on which school district the property is in, the taxing amount will vary.

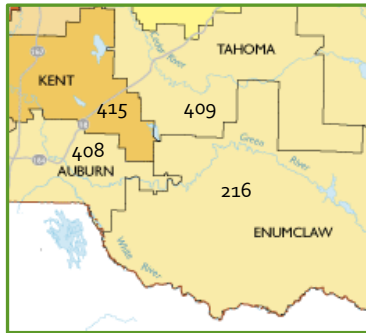
**Property Tax Collection, Levy Rates and 2017 Budget**



## DRAFT Property Tax Levy Rates and 2017 Preliminary Budget



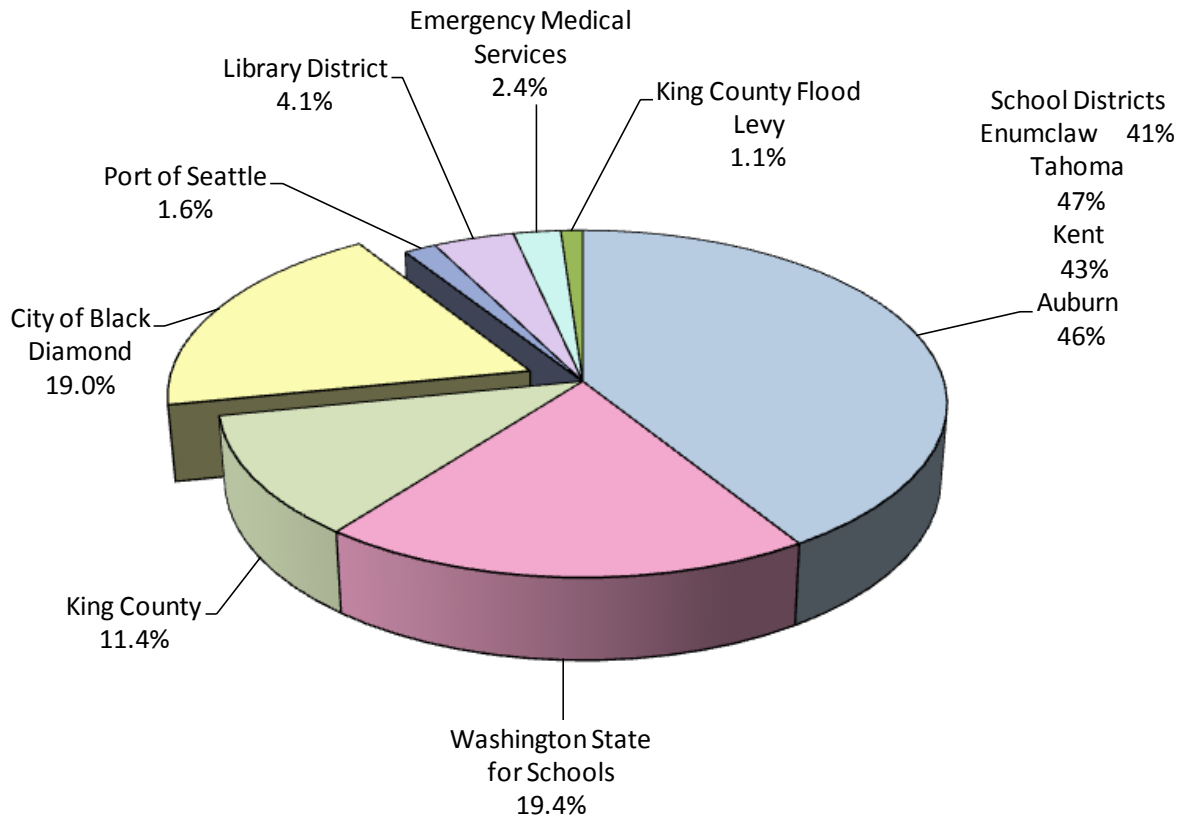
	2011	2012	2013	2014	2015	2016 est.	2017 est.
<b>Regular Levy Base</b>	998,553	1,360,492	1,373,558	1,400,391	1,438,114	1,462,890	1,481,033
1% Increase	9,986	13,605	13,736	14,004	14,381	14,629	14,810
New Construction	3,147	6,461	4,256	11,833	3,145	11,905	13,378
Annexations	0						
Adjustments	348,806	-6,999	8,841	11,886	5,137	-14,074	
<b>Total Property Taxes</b>	<b>\$1,360,492</b>	<b>\$1,373,558</b>	<b>\$1,400,391</b>	<b>\$1,438,114</b>	<b>\$1,460,777</b>	<b>\$1,475,350</b>	<b>\$1,509,221</b>
<b>Levy Rate per \$1000 AV</b>	<b>\$ 2.57000</b>	<b>\$ 2.59339</b>	<b>\$ 2.82640</b>	<b>\$ 2.62096</b>	<b>\$ 2.41750</b>	<b>\$ 2.24177</b>	<b>\$ 2.12526</b>
<b>Allowable Levy</b>	3.10	3.10	3.10	3.10	3.10	3.10	3.10
<b>Assessed Valuation</b>	<b>\$532,915,592</b>	<b>\$539,094,772</b>	<b>\$501,195,551</b>	<b>\$552,587,146</b>	<b>\$595,242,973</b>	<b>\$659,796,088</b>	<b>\$709,633,018</b>



Black Diamond School Districts

The total property tax rates in Black Diamond vary because of the four different school districts within our city limits.				
<b>2016 Rates</b>				
Local School District	4.84	6.17	5.34	5.83
Washington State for Schools	2.29	2.29	2.29	2.29
King County	1.34	1.34	1.34	1.34
City of Black Diamond	2.24	2.24	2.24	2.24
Port of Seattle	.19	.19	.19	.19
Library District	.48	.48	.48	.48
Emergency Medical Services	.28	.28	.28	.28
King County Flood Levy	.13	.13	.13	.13
<b>Total Levy Rate</b>	<b>\$11.79</b>	<b>\$13.13</b>	<b>\$12.30</b>	<b>\$12.79</b>

### How Black Diamond's 2016 Property Tax is distributed



Black Diamond receives between 17% and 19% of the total property tax collected depending on which school district the property is in. In the Enumclaw district in 2016, if a home was appraised at \$350,000, the tax collected is \$11.79 X 350, or \$4,126.50, and the Black Diamond portion of that total is \$784 for the year. See below.

King County Taxing District	Levy Rate per \$1000 in Value	Percent of Property Taxes Collected	2016 Annual Tax on a \$350,000 Home	Monthly Tax on a \$350,000 Home
Port of Seattle	.19	1.6%	\$66.02	\$5.50
State Schools	2.29	19.4%	\$800.54	\$66.71
EMS Levy	.28	2.4%	\$99.04	\$8.25
King County	1.34	11.4%	\$470.42	\$39.20
Floods and Ferries	.13	1.1%	\$45.39	\$3.78
School District - Enumclaw	4.84	41%	\$1691.86	\$140.99
Library District	.48	4.1%	\$169.19	\$14.10
<b>Subtotal</b>	<b>9.55</b>		<b>\$3342.46</b>	<b>\$278.54</b>
<b>Black Diamond</b>	<b>2.24</b>	<b>19%</b>	<b>\$784.04</b>	<b>\$65.34</b>
<b>Grand Total</b>	<b>11.79</b>	<b>100%</b>	<b>\$4126.50</b>	<b>\$343.88</b>

**Sales tax** revenue for the 2017 budget is forecast to be \$385,000 or 15.6% of 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% of the total.

Black Diamond's sales tax revenues are dependent on retail sales of products and services sold or delivered to Black Diamond, as well as tax on new construction material. In fact, a considerable portion of our sales taxes are collected for construction services such as installing, repairing, cleaning, improving and other home services.

Sales taxes are higher in Washington than many other states, and are our State's largest revenue source, but because there are no income taxes collected in Washington State, the sales tax is necessarily higher, so the impacts of taxation should be looked at collectively.

There are exemptions to sales tax collection in Washington. Common exemptions include:

- Food
- Prescription Drugs
- Sales to Nonresidents
- Federal Government Sales
- Sales to Indians or Indian Tribes

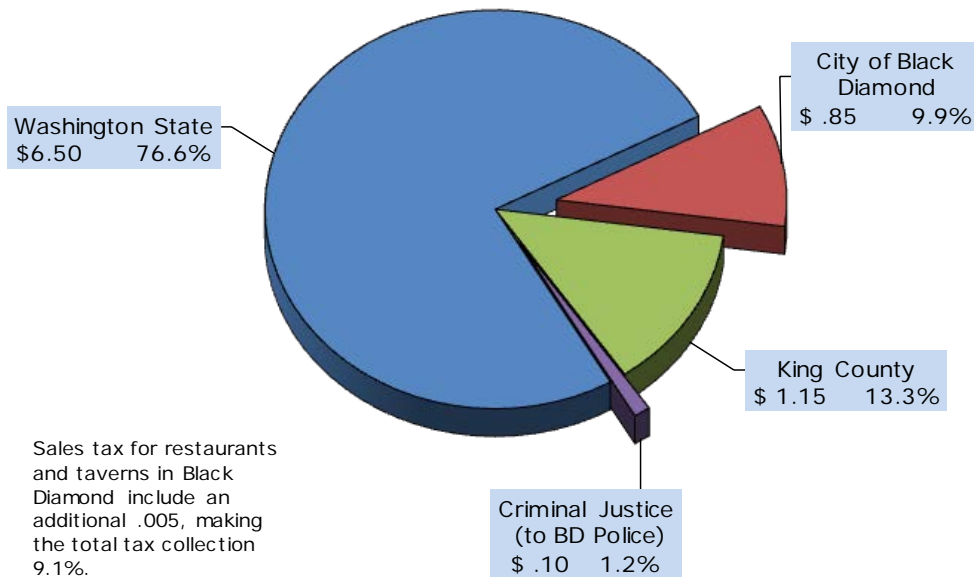
### Black Diamond Sales Tax Revenue

2011	2012	2013	2014	2015	2016 est	2017 Budget
\$297,333	\$262,974	\$290,795	\$302,927	\$311,927	\$350,000	\$385,000

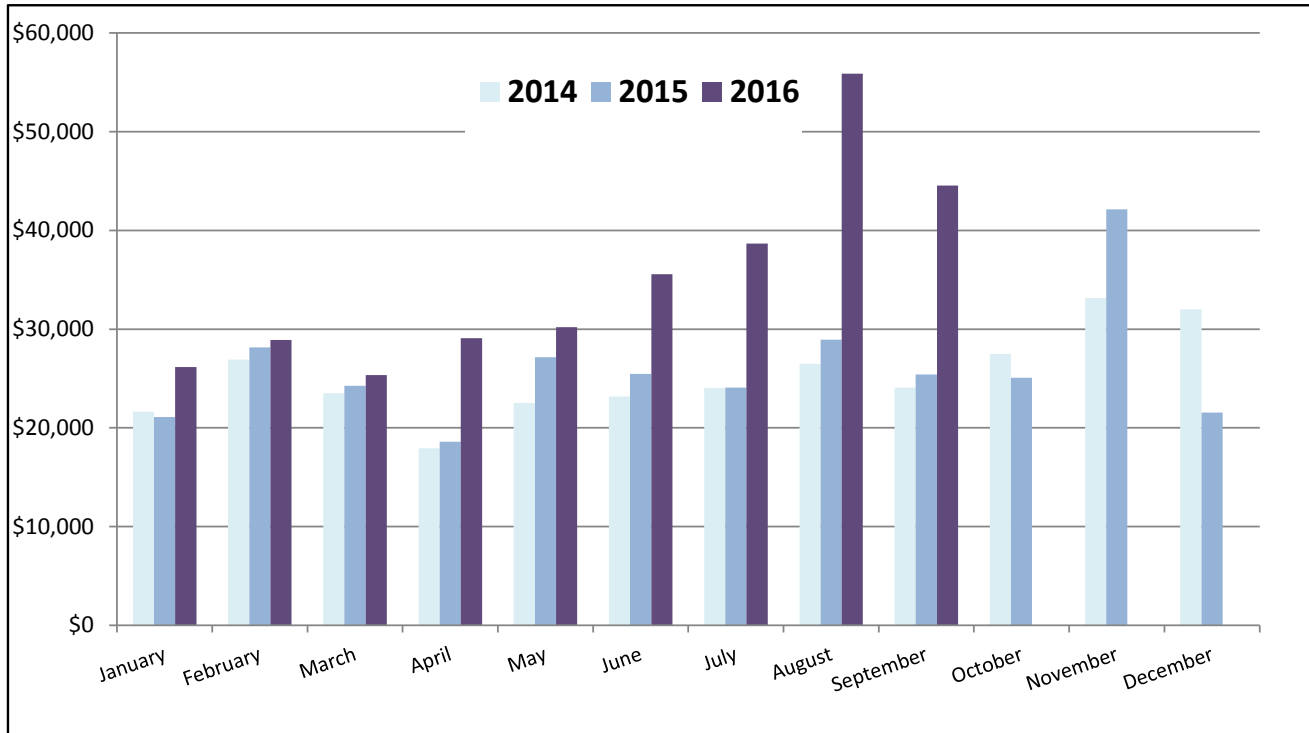
### City of Black Diamond 2017 Sales Taxes

Taxed amount is 8.6% of retail sales

Based on a \$100 sale, retail sales tax collected is \$8.60, and is distributed the following way:



### Black Diamond Historical Sales Tax Collection by Month



Criminal Justice taxes are an additional local sales/use tax of 0.1 percent to be used for criminal justice programs. This tax is levied by the county and is imposed countywide, but the receipts are shared with King County cities, based on population. Of the revenues collected for criminal justice, 1 percent is retained for administration, 10 percent is distributed to the county and 90 percent goes to cities on a per-capita basis based on their official April 1 populations. Black Diamond's population is currently 4,305.

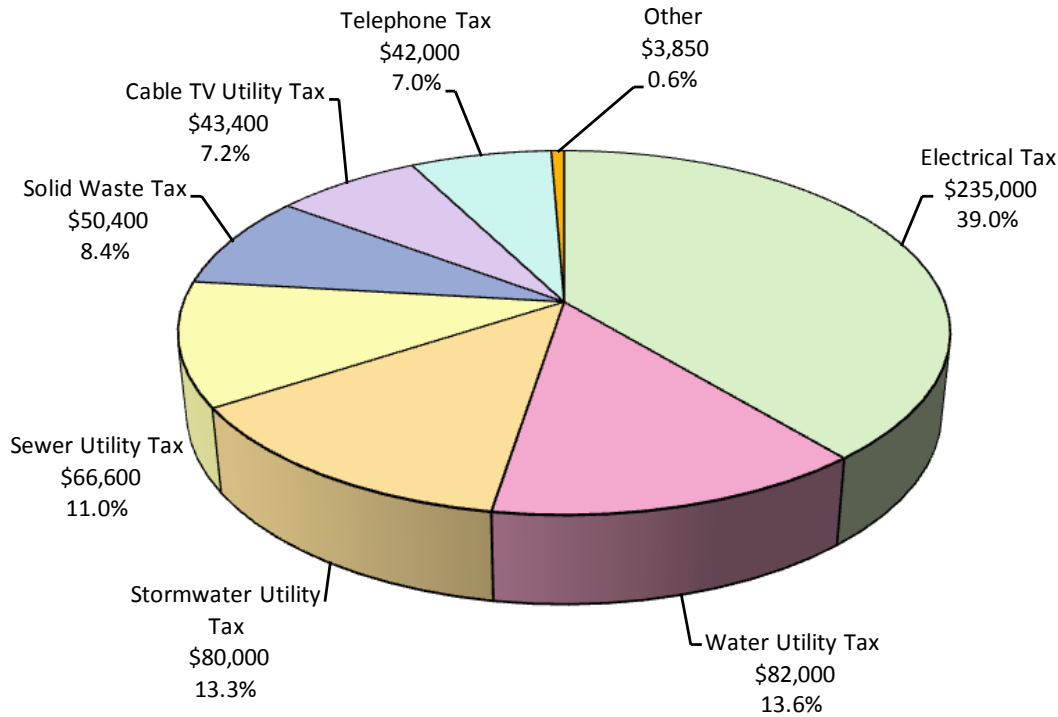
**Utility Taxes** are collected for the City at the rate of 6% for electrical, telephone, cable TV, sewer, water and gas utilities. The stormwater utility tax is 18%. Overall in 2017, utility taxes have been estimated to reflect recent trend.

Utility Tax Revenue		Actual 2014	Actual 2015	Final Bdgt 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1	Electrical Tax	220,845	214,323	211,000	232,100	235,000	24,000	11.4%
2	Water Utility Tax	39,520	45,137	40,900	42,150	43,400	2,500	6.1%
3	Stormwater Utility Tax	63,798	64,348	64,000	65,900	66,600	2,600	4.1%
4	Sewer Utility Tax	43,683	45,400	44,900	45,800	50,400	5,500	12.2%
5	Solid Waste Tax	32,834	36,716	32,800	40,000	42,000	9,200	28.0%
6	Cable TV Utility Tax	72,109	78,378	76,000	79,000	80,000	4,000	5.3%
7	Telephone Tax	106,162	96,506	90,000	86,000	82,000	(8,000)	-8.9%
8	Gas Utility Tax	366	289	300	250	250	(50)	-16.7%
9	Pull Tabs and Punch Board Tax	3,604	2,866	3,600	3,600	3,600	-	
10	<b>Total Utility Taxes</b>	<b>582,921</b>	<b>583,962</b>	<b>563,500</b>	<b>594,800</b>	<b>603,250</b>	<b>39,750</b>	<b>7.1%</b>



## 2017 Utility Tax Revenue

\$603,250



**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 City receives State assistance funds approved by the passage of ESSB 6050. 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 Washington State real estate excise tax from the Public Works Trust Fund. As State taxes increase, they can share more with cities.

	Intergovernmental Revenue	Actual 2014	Actual 2015	Budget 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1	Sales Tax Assistance from State	72,192	89,563	78,460	90,000	95,000	16,540	21.1%
2	Liquor Excise Tax	7,836	11,380	18,600	19,000	20,104	1,504	8.1%
3	Liquor Board Profits	37,052	36,626	36,150	36,150	36,377	227	0.6%
4	Recycle Grant-KC WRR Grant	10,000	10,000	10,000	9,018	10,000	-	0.0%
5	KC Recycle Grant D37318D	5,944	5,991	5,991	9,963		(5,991)	-100.0%
6	KC EMS VLS Contract	54,704	55,302	56,000	55,994	56,000	-	0.0%
7	<b>Total Intergovernmental</b>	<b>187,728</b>	<b>208,862</b>	<b>205,201</b>	<b>220,125</b>	<b>217,481</b>	<b>12,280</b>	<b>6.0%</b>

**Community Development Revenue** includes fees related to land use and construction activities such as plan checks and land use fees, building, mechanical and plumbing permits. This revenue does not include revenues from the Master Plan Development staff reviews. Estimates next year are promising, as this office's indications show significant increases in building activity.

Community Development Revenue		Actual 2014	Actual 2015	Budget 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1	Building Permits	43,609	71,224	80,000	188,000	164,750	84,750	105.9%
2	Mechanic Permits	5,048	7,313	12,000	12,000	12,000	-	0.0%
3	Plumbing Permits	4,268	4,439	10,000	5,000	7,000	(3,000)	-30.0%
4	Other Permits	1,946	3,883	3,500	16,900	5,900	2,400	68.6%
5	<b>Total Permits</b>	<b>54,871</b>	<b>86,858</b>	<b>105,500</b>	<b>221,900</b>	<b>189,650</b>	<b>84,150</b>	<b>79.8%</b>
6	Plan Check Fees	30,493	45,616	60,000	50,000	110,000	50,000	83.3%
7	Fire Plan Check Fees	773	2,005	2,000	2,000	3,000	1,000	50.0%
8	Land Use Fees	7,484	9,460	4,500	15,000	30,000	25,500	566.7%
9	Shoreline Fees	840	4,069	2,000	15,000	20,000	18,000	900.0%
10	Other Misc. Fees	4,525	7,711	1,210	4,000	11,500	10,290	850.4%
11	<b>Total Land Use and Misc. Fees</b>	<b>44,115</b>	<b>68,860</b>	<b>69,710</b>	<b>86,000</b>	<b>174,500</b>	<b>104,790</b>	<b>150.3%</b>
12	Hearing Examiner	692	880	1,000	1,000	1,000	-	-
13	Cost Recovery & Other Fees	4,084	7,437	5,000	6,000	15,700	10,700	214.0%
14	Copying Services, Map Sales	280	143	100	100	100	-	0.0%
15	Deposits and Pass Through	8,674	14,669	-	-	-	-	-
16	<b>Total Community Development Rev</b>	<b>112,715</b>	<b>178,847</b>	<b>181,310</b>	<b>315,000</b>	<b>380,950</b>	<b>199,640</b>	<b>110.1%</b>

**Police Department Revenue** includes largely intergovernmental funding including grants, criminal justice funds and payments for police services provided by the City to other governmental entities. Other revenue includes traffic school, gun permits and fingerprinting revenue as well as donations and other minor sources. An increase in the criminal justice distribution is expected next year.

Police Department Revenue		Actual 2014	Actual 2015	Budget 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1	Criminal Justice Distribution	104,811	112,697	110,600	116,100	116,532	5,932	5.4%
2	Police Traffic School Fee	13,018	23,672	15,000	85,000	95,000	80,000	533.3%
3	Vessel Registration Boat Safety	12,391	12,515	12,515	12,073	12,515	-	0.0%
4	Overtime and Off Duty Reimb	12,040	23,953	6,000	-	3,000	(3,000)	-50.0%
5	Grants	4,509	5,154	3,900	17,587	5,200	1,300	33.3%
6	Gun Permits and Fingerprinting	1,405	1,357	1,300	2,300	2,300	1,000	76.9%
7	Work Crew/Electronic Monitoring	1,305	1,245	1,500	900	1,200	(300)	-20.0%
8	DUI Cost Recovery	1,493	3,370	-	2,600	2,700	2,700	-
9	Donations	2,166	500	600	500	500	(100)	-16.7%
10	Records and Services	795	676	800	2,628	500	(300)	-37.5%
11	<b>Total Police Department Revenue</b>	<b>153,934</b>	<b>185,139</b>	<b>152,215</b>	<b>239,688</b>	<b>239,447</b>	<b>87,232</b>	<b>57.3%</b>

**Municipal Court Revenue** has been estimated upward in 2017 due to the hiring of a new traffic officer. This revenue comes from the City's portion of fines and forfeits collected on citations and fees. Traffic citations contribute close to 67% of this department's revenue.

Municipal Court Revenue		Actual 2014	Actual 2015	Budget 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1	Court Traffic Infractions	58,176	62,561	60,000	66,000	130,000	70,000	116.7%
2	Administration/Correction Fees	21,176	21,425	18,400	22,500	25,000	6,600	35.9%
3	Court Criminal Traffic Misdemeanors	8,620	4,070	7,000	6,480	7,000	-	0.0%
4	Court Parking Fines	7,155	9,294	7,046	5,500	6,000	(1,046)	-14.8%
5	Court DUI Fines	3,793	3,168	5,000	2,600	3,000	(2,000)	-40.0%
6	Court Interest	5,967	4,540	5,000	5,000	6,000	1,000	20.0%
7	Court Cost Recoopment	4,501	4,302	4,000	4,000	5,000	1,000	25.0%
8	Court Mand. Insurance Costs	1,872	2,544	2,400	9,000	9,000	6,600	275.0%
9	Court Other Fees	3,518	659	675	1,225	2,275	1,600	237.0%
10	<b>Total Municipal Court Revenue</b>	<b>114,777</b>	<b>112,563</b>	<b>109,521</b>	<b>122,305</b>	<b>193,275</b>	<b>83,754</b>	<b>176.5%</b>

**Cable Franchise Fees and Business Licenses** are collected from a 5% cable franchise fee. Business license revenue helps cover the cost of public safety.

Cable Franchise & Bus. License Revenue		Actual 2014	Actual 2015	Budget 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1	Cable Franchise Fees	62,438	67,171	66,000	76,000	76,000	10,000	15.2%
2	Business License	21,995	23,090	22,000	23,000	23,500	1,500	
3	<b>Total Cable Fran/Busin. License</b>	<b>84,433</b>	<b>90,261</b>	<b>88,000</b>	<b>99,000</b>	<b>99,500</b>	<b>11,500</b>	<b>13.1%</b>

**Other General Fund Revenue** sources include parking fees at Lake Sawyer, passport revenue, gym rental, the cemetery, and allocation of revenue from other city funds, for General Fund services and supplies. The State has changed the accounting of allocations to credit the expenditure side of the budget, and is the reason for the decrease.

Other General Fund Revenue		Actual 2014	Actual 2015	Budget 2016	Est Yr End 2016	2017 Prelim Budget	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
1	Passport Revenue	20,534	19,319	21,900	19,550	21,900	-	0.0%
2	Lake Sawyer Parking Fees	21,536	24,214	25,000	22,500	25,000	-	0.0%
3	Gym Rental -Teen Programs	-	4,627	7,500	6,800	7,500	-	0.0%
4	Gym Rental- Jazzercise Contract	-	2,203	2,440	2,200	2,440	-	0.0%
5	Cemetery Revenue	10,371	6,267	12,600	9,000	12,600	-	0.0%
6	Other Charges for Service	784	6,755	4,000	3,263	1,650	(2,350)	-58.8%
7	Central Service Allocation			20,500			(20,500)	-100.0%
8	General Fund Allocation			55,000			(55,000)	-100.0%
9	Animal Control Refund						-	
10	Interest and Other Reimbursements	7,108	37,382	2,500	6,700	7,450	4,950	198.0%
11	<b>Total Other Gen Fund Revenue</b>	<b>60,332</b>	<b>100,765</b>	<b>151,440</b>	<b>70,013</b>	<b>78,540</b>	<b>(72,900)</b>	<b>-48.1%</b>

**Funding Agreement** revenue includes the General Fund portion of the Funding Agreement of ongoing costs in 2016.

	<b>Funding Agreement Revenue</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Budget 2016</b>	<b>Est Yr End 2016</b>	<b>2017 Prelim Budget</b>	<b>Bdgt \$ Chg inc/(dec)</b>	<b>Bdgt % Chg inc/(dec)</b>
1	Partner - Funding Agreement	1,328,939	764,250	822,497	726,000	739,372	(83,125)	-10.1%
2	<b>Total General Fund Oper REV</b>	<b>4,366,819</b>	<b>3,997,352</b>	<b>4,065,842</b>	<b>726,000</b>	<b>4,426,915</b>	<b>361,073</b>	<b>8.9%</b>

	<b>MPD SEPA Revenue</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Budget 2016</b>	<b>Est Yr End 2016</b>	<b>2017 Prelim Budget</b>	<b>Bdgt \$ Chg inc/(dec)</b>	<b>Bdgt % Chg inc/(dec)</b>
1	Miscellaneous SEPA Revenue	96,496	198	10,000			(10,000)	-100%
	<b>Funding Agreement Consultant REV</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Budget 2016</b>	<b>Est Yr End 2016</b>	<b>2017 Prelim Budget</b>	<b>Bdgt \$ Chg inc/(dec)</b>	<b>Bdgt % Chg inc/(dec)</b>
2	MDRT-Civil Engineering Reimburse	243,827	310,115	250,000	250,000	250,000		
3	MDRT-Legal Reimbursement	20,001	47,937	50,000	50,000	50,000		
4	MDRT-Traffic Reimbursements	14,050	(11,400)	30,000	30,000	30,000		
5	MDRT- Environmental Reimbursement	13,507	22,733	30,000	30,000	30,000		
6	MDRT-Hearing Exam-Pim Plat	377	16,724	30,000	30,000	30,000		
7	MRDT-Geotech Reimbursement	6,331	3,660	25,000	25,000	25,000		
8	MDRT-CH2M HILL	-	70,695					
9	MRDT-Surveyor Reimbursement	-	7,385	20,000	20,000	20,000		
10	MDRT-Fiscal Reimbursements	26,037	731	3,000	3,000	3,000		
11	<b>Total MDRT Consultants/SEPA Rev</b>	<b>420,626</b>	<b>468,780</b>	<b>448,000</b>	<b>438,000</b>	<b>438,000</b>	<b>(10,000)</b>	<b>-2.2%</b>

The MDRT Consultant costs are 100% reimbursed by the MDRT Developers.

	<b>Beginning Fund Balance</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Budget 2016</b>	<b>Est Yr End 2016</b>	<b>2017 Prelim Budget</b>	<b>Bdgt \$ Chg inc/(dec)</b>	<b>Bdgt % Chg inc/(dec)</b>
1	Beginning Cash and Invest. City	644,198	842,524	912,660	1,045,376	1,178,353	265,693	29.1%
2	Beginning Cash and Invest. Dev	299,129	190,103	160,000	160,000	125,000	(35,000)	
3	<b>Total Beginning Cash and Investments</b>	<b>943,327</b>	<b>1,032,627</b>	<b>1,072,660</b>	<b>1,205,376</b>	<b>1,303,353</b>	<b>230,693</b>	<b>21.5%</b>
	<b>Grand Total General Fund Revenue</b>	<b>5,730,772</b>	<b>5,498,759</b>	<b>5,586,502</b>	<b>2,369,376</b>	<b>6,168,268</b>	<b>581,766</b>	<b>10.4%</b>

## General Fund Expenditures

### Legislative – City Council

This department budget supports the 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 work studies each month. 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, and the Mayor Pro Tem receives \$200 per month.

Legislative - City Council	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	9,880	10,080	10,080	10,080	10,080	-	
Benefits	821	830	831	835	835	4	0.5%
Subtotal Salaries and Benefits	10,701	10,910	10,911	10,915	10,915	4	0%
Services	1,081	1,076	4,800	4,485	4,900	100	2.1%
<b>Total Department</b>	<b>11,782</b>	<b>11,986</b>	<b>15,711</b>	<b>15,400</b>	<b>15,815</b>	<b>104</b>	<b>0.7%</b>

The budget for the Council increased \$104 in 2017.

### Executive – Mayor's Office

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 include travel and fees for the Association of Washington Cities Annual Conference and Mayor's Exchange.

Executive	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	12,000	12,000	12,000	12,000	12,000	-	
Benefits	1,001	1,055	1,068	1,068	1,077	9	0.8%
Subtotal Salaries and Benefits	13,001	13,055	13,068	13,068	13,077	9	0.1%
Supplies	8	-	-				
Services	1,497	1,961	2,050	2,050	1,800	(250)	-12.2%
<b>Total Department</b>	<b>14,507</b>	<b>15,016</b>	<b>15,118</b>	<b>15,118</b>	<b>14,877</b>	<b>(241)</b>	<b>-1.6%</b>

### City Clerk/Human Resources

The City Clerk and Human Resource office 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, business licensing and also maintaining and developing the City's website.

This department includes the City Clerk/Human Resources Manager, Deputy City Clerk and a 5% allocation of the Administrative Assistant 2. Also reflected in this budget are service expenses for voter costs of \$26,800, code updates at \$3,500, postage for passports, insurance, training, advertising and other Clerk related expenditures.

The City Clerk/HR position is 50% reimbursed per the funding agreement.

City Clerk/Human Resources	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	140,270	124,197	133,602	133,602	106,594	(27,008)	-20.2%
Benefits	63,176	64,043	65,924	57,289	48,431	(17,493)	-26.5%
Subtotal Salaries and Benefits	203,445	188,239	199,526	190,891	155,025	199,526	100%
Supplies	70	255	200	200	200	-	
Services	16,603	26,657	27,862	16,409	35,203	7,341	26.3%
<b>Total Department</b>	<b>220,119</b>	<b>215,151</b>	<b>227,588</b>	<b>207,500</b>	<b>190,428</b>	<b>(37,160)</b>	<b>-16.3%</b>

The City Clerk/HR's budget declined by 16.3% due to the City Clerk allocation of 30% of Salaries and Benefits to Street, Water, Sewer and Stormwater Funds.

## Finance

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, 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.

The Finance Director leads the department. There is also a Deputy Finance Director and a Senior Accountant. The Finance staff is allocated partially to the Utility Funds.

Finance	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	216,760	171,634	173,466	173,466	186,291	12,825	7.4%
Benefits	36,560	30,565	32,652	36,200	44,729	12,077	37.0%
Allocations	-	(35,769)	(35,000)	(35,000)	(30,000)	5,000	-14.3%
Subtotal Salaries and Benefits	253,321	166,430	171,118	174,666	201,020	29,902	17.5%
Supplies	272	111	300	300	300	-	0%
Services	14,559	9,460	9,596	20,034	11,453	1,857	19.4%
<b>Total Department</b>	<b>268,152</b>	<b>176,002</b>	<b>181,014</b>	<b>195,000</b>	<b>212,773</b>	<b>31,759</b>	<b>17.5%</b>

The increase in salaries and benefits is primarily due to the part time Senior Accountant position conversion to full time. The Funding Agreement reimburses Finance \$10,000 for the support the department provides the MDRT team. The Finance Director and Deputy Director are allocated \$20,000 for capital projects, CIP management and WSFFA.

## Information Services

The City contracts for technology services with the City of Milton at a significant cost savings from prior years. Tech support is budgeted for \$41,900 in 2017, an increase of \$10,735 from the 2016 budget. This increase is due to one additional day per week needed to implement CIP Technology upgrades.

Information Technology	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages							
Benefits	(99)						
Subtotal Salaries and Benefits	(99)	-	-				
Supplies	39						
Services	45,718	27,739	31,175	32,510	41,910	10,735	34.4%
<b>Total Department</b>	<b>45,659</b>	<b>27,739</b>	<b>31,175</b>	<b>32,510</b>	<b>41,910</b>	<b>10,735</b>	<b>34.4%</b>

The Information Technology specialist is putting in extra time at the City. There are some major server project change outs and upgrades scheduled for 2017, as was identified in the Capital Improvement Program this year.

## Legal Department

The City Attorney provides 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 MDRT, Street and Utility Fund budgets. The Legal Department's budget has gone up in 2017 largely due to legal rate increases, union contract costs and an increase in public disclosure requests.

Legal	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
General Government	41,442	17,889	30,000	44,500	60,000	30,000	100%
Employment	15,538	2,135	5,000		5,000	-	0%
Union Negotiation	46,270	25,543	5,000	15,000	10,000	5,000	100%
Public Disclosure	7,344	2,380	5,000	7,500	10,000	5,000	100%
Other Legal	122,263	44	10,000	13,000	25,000	15,000	150%
<b>Total Department</b>	<b>232,857</b>	<b>47,992</b>	<b>55,000</b>	<b>80,000</b>	<b>110,000</b>	<b>55,000</b>	<b>100%</b>

## Municipal Court

The Black Diamond Municipal Court operates adjacent to the Police Department on Lawson Street, and is a court of limited jurisdiction. From 2011 to 2015, the Court has averaged 1,064 filings per year. In 2016, the Court has seen a significant increase in cases filed. As of August, there have been 1,470 filings with a projected total of over 2,200. This includes both criminal and noncriminal cases. 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> and 4<sup>th</sup> Wednesday of each month. Budget for the Court includes contracted services provided by a judge, one full time Court Administrator and an increase in budget from a part time on-call Court Clerk to a full time position to support the increased volume of filings. Budget is also provided for security and other miscellaneous expenses such as interpreters, office supplies and training.



Municipal Court	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	72,532	86,355	87,939	87,930	128,544	40,605	46.2%
Benefits	21,100	24,547	26,202	25,820	47,105	20,903	79.8%
Subtotal Salaries and Benefits	93,632	110,902	114,141	113,750	175,649	61,508	53.9%
Supplies	1,525	1,579	2,600	2,600	2,600	-	0%
Services	13,659	18,016	18,028	19,050	19,792	1,764	9.8%
Protem Judge	24,000	24,000	24,000	20,000	24,000	-	0%
Police Security OT	7,128	8,966	10,000	10,000	10,000	-	0%
<b>Total Department</b>	<b>139,944</b>	<b>163,463</b>	<b>168,769</b>	<b>165,400</b>	<b>232,041</b>	<b>63,272</b>	<b>37.5%</b>

Court Legal	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Court Legal-Pros Attorney	24,000	24,000	24,000	24,000	24,000	-	
Court Legal-Public Defender	37,000	30,250	36,000	36,000	36,000	-	
Public Defender-Interpreters	-	-	500	500	500	-	
Public Defender - Investig.	-	-	750	750	750	-	
<b>Total Department</b>	<b>61,000</b>	<b>54,250</b>	<b>61,250</b>	<b>61,250</b>	<b>61,250</b>	<b>-</b>	



Black Diamond Miners

## Police Department

### Black Diamond Police Vision

With our values at the forefront, the Black Diamond Police Department will be an open, friendly, and community-minded organization devoted to quality public service. We aspire to be a model of character and service. We will emphasize the development of professional knowledge and leadership skills at every level of our organization. We will promote an atmosphere of public trust and confidence through professional conduct, being responsive to community needs, and accountable to those we serve.

### Black Diamond Police Mission Statement

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.

In May of 2016, Safe Wise listed Black Diamond as the 9th safest city in Washington State; up from 22<sup>nd</sup> from 2015. A key component of how we keep our crime rate low is taking a proactive approach to crime prevention and being highly visible within the community.

Other responsibilities in our department include proactive crime prevention tactics, problem-solving in a collaborative manner with community groups, crime reduction action plans, criminal investigations, traffic enforcement, accident investigations, traffic school education, reserve officer program, and instruction of the DARE program.

The 2017 budget request includes filling one frozen officer position. This new position will serve primarily as a commercial vehicle enforcement/traffic officer.

Police Department	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	954,202	874,826	928,973	848,842	1,011,189	82,216	8.9%
Benefits	332,946	316,796	339,944	360,000	423,124	83,180	24.5%
Subtotal Salaries and Benefits	1,287,148	1,191,622	1,268,917	1,208,842	1,434,313	165,396	13.0%
Supplies	50,726	36,890	51,000	45,000	45,700	(5,300)	-10.4%
Services	79,165	86,381	79,469	89,000	88,823	9,354	11.8%
Safety Equipment	17	7,760	1,500	1,000	2,500	1,000	66.7%
Jail Costs	39,324	64,295	53,500	46,000	43,000	(10,500)	-19.6%
Building Maintenance	22,588	20,653	23,485	24,500	23,460	(25)	-0.1%
Civil Service	1,129	1,036	3,100	10,158	7,000	3,900	125.8%
Communications	134,570	164,478	179,301	185,000	207,784	28,483	15.9%
Marine	19,540	11,485	14,500	14,700	15,400	900	6.2%
Criminal Justice	18,584	21,620	25,700	25,800	29,500	3,800	14.8%
<b>Total Department</b>	<b>1,652,792</b>	<b>1,606,221</b>	<b>1,700,472</b>	<b>1,650,000</b>	<b>1,897,480</b>	<b>197,008</b>	<b>11.6%</b>

### Police Calls for Service

2011	2012	2013	2014	2015	2016 thru July
2095	2220	2466	2503	2989	2042

## Communications

Communications is broken down into several categories including, Valley Communications costs (dispatch, MDC, net motion, access charges), King County 800 MHz radio cost, Auburn's monitoring of after-hours WSP access, telephone, cell phone, DSL, King County I-Net, WSP Access (this is going from \$178.00 to \$200.00, effective Jan. 1<sup>st</sup>, 2017), postage, and King County Maintenance and Repair (which covers both in-car radios and portables), cell phones (which now serve as our "hot spot" connectivity to MDC-Internet). I estimate 2-3 antennas (\$31.00/each) and 2-3 batteries (\$34.00/each) and clips. The 2017 costs are estimated to be \$40.79 and 2018 increasing to \$42.75.

## Jail Services-Prisoners and Detention

The Jail Service budget covers the cost of confinement, electronic home monitoring, work crew, and medical costs associated with offenders serving time through Black Diamond Municipal Court. Our primary booking facilities are the Enumclaw Jail (daily rate of \$60.00), Issaquah (daily rate of \$97.00/no booking fee) and the SCORE Jail. SCORE Jail notified us in June of this year that their daily rates will be increasing to \$162.65 per day. The King County Correctional Facility (KCCF) is used as a back-up facility. In addition, prisoners who have certain medical conditions, such as mental health concerns or who pose an unusual danger to themselves or others are booked into the KCCF (2017 rates are \$188.33 daily fee plus booking fee of \$193.90). Yakima County is currently used for long term sentences only. Yakima's current contract rate is a daily rate of \$54.75.

The court continues to utilize alternatives to incarceration where appropriate. The City currently has a contract with King County work crew. The City also utilizes several home monitoring companies for those who are sentenced to those conditions. The City will continue working with the courts to insure that these alternatives are being used for any eligible offenders.



1910 Black Diamond Jail - restored and displayed at the Black Diamond Museum

## Fire Department

The City of Black Diamond contracts with Mountain View Fire and Rescue, formerly King County Fire District No. 44, for fire services. The department's responsibilities include providing a minimum of two personnel on duty 24 hours a day, seven days a week in Black Diamond and providing rescue, fire suppression, fire prevention, fire marshal services, emergency medical services, disaster services, hazardous materials response, dispatch services, administrative services and public education activities to citizens. Fire investigation services are contracted through the King County Sheriff's Department. The 4 percent increase in the 2017 budget recognizes cost of living increases agreed to in the 2008 Interlocal Agreement between the City and Fire District.

Fire Department	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Fire District 44 Services	449,912	460,710	495,011	495,011	514,825	19,814	4.0%
KC Fire Investigation	1,715	1,214	2,000	2,000	2,000	-	0%
Fire Annexation Study			25,000			(25,000)	-100%
Other Operating Costs	2,869	3,224	3,364	3,389	18,080	14,716	437.5%
<b>Total Department</b>	<b>454,496</b>	<b>465,148</b>	<b>525,375</b>	<b>500,400</b>	<b>534,905</b>	<b>9,530</b>	<b>1.8%</b>



The Franklin Hotel burned down in 1919

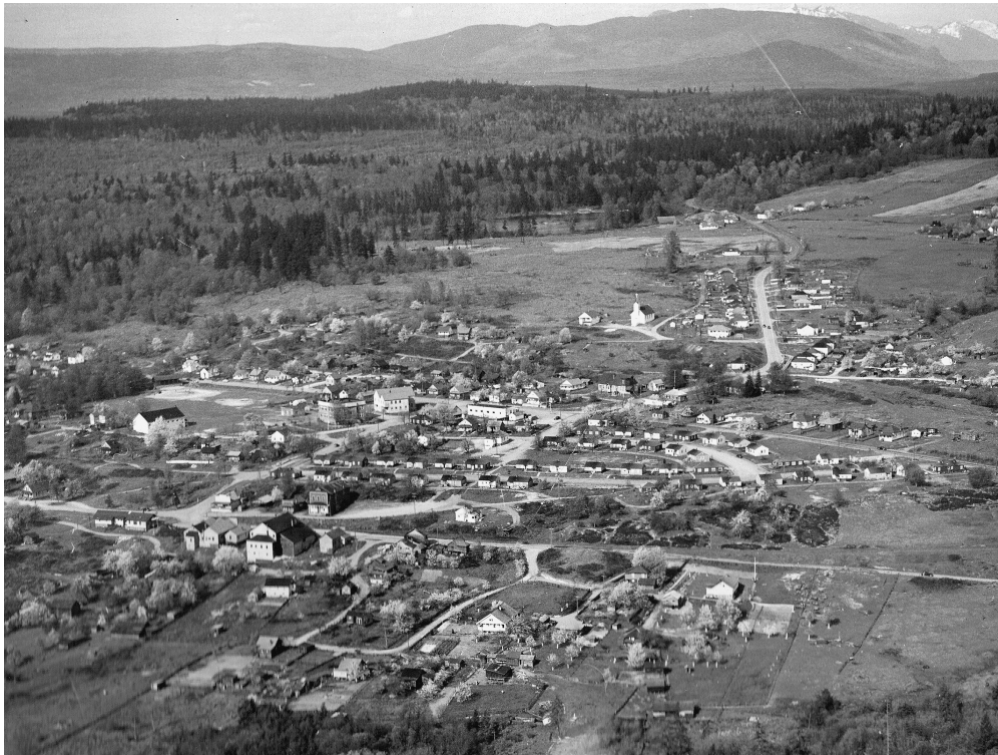
**Emergency Management** includes the purchase of emergency supplies and emergency training for employees.

Emergency Management	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Supplies	184	277	2,500		2,500	-	
Training	-	-	2,500	2,000	2,600	100	4.0%
<b>Total Department</b>	<b>184</b>	<b>277</b>	<b>5,000</b>	<b>2,000</b>	<b>5,100</b>	<b>100</b>	<b>2.0%</b>



**Special Programs** Animal Control costs are paid to King County for services to Black Diamond. The King County Mental Health program includes chemical abuse and dependency services that are partially funded with a 2% portion of quarterly liquor profits, and liquor excise tax revenue from cities in the county. The Puget Sound Clean Air Assessment is a per capita fee paid to this agency for the protection of air quality in the area. The Recycle Program is 100% funded through King County's Solid Waste Division, and includes a grant for recycling events and educational materials.

Special Programs	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Animal Control	9,293	10,795	10,000	10,000	7,000	(3,000)	-30.0%
Puget Sound Clean Air Assess	2,262	2,910	3,111	3,111	3,111	-	0.0%
KC Mental Health	845	962	1,000	1,000	1,200	200	20.0%
Recycling Program	14,944	14,991	18,055	18,055	13,055	(5,000)	-27.7%
<b>Total Department</b>	<b>27,344</b>	<b>29,658</b>	<b>32,166</b>	<b>32,166</b>	<b>24,366</b>	<b>(7,800)</b>	<b>-24.2%</b>



1946 Aerial Photo of Black Diamond

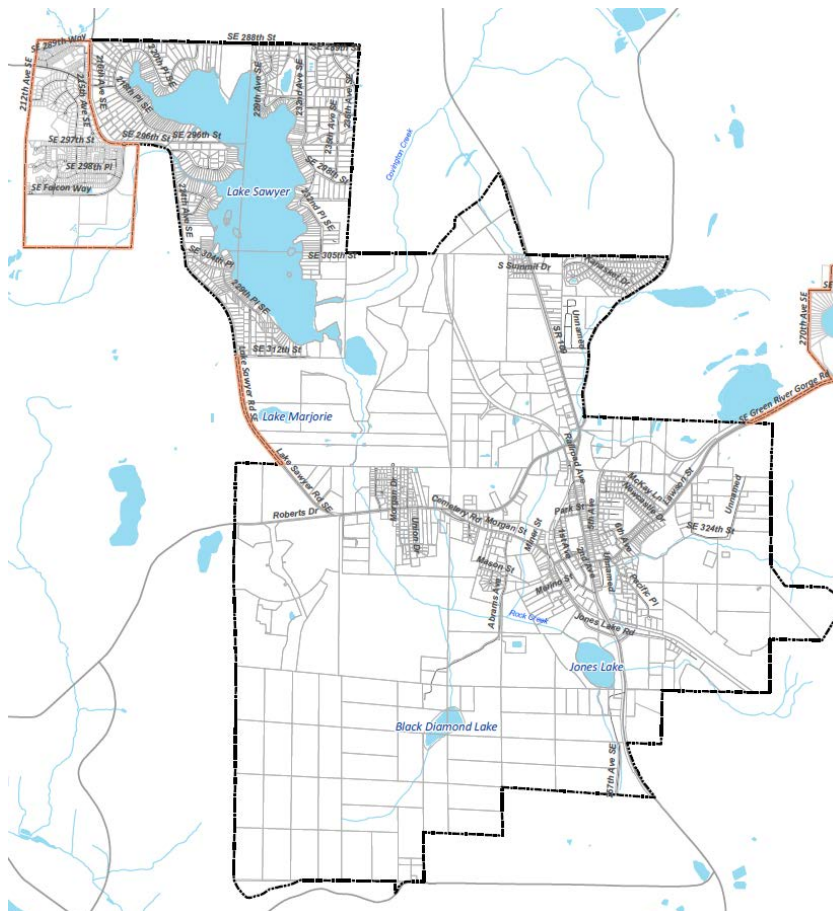
## Community Development

This department provides 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. The department consists of a Director and a part-time Permit Technician. The City entered into a cost-saving interlocal (ILA) agreement with Maple Valley for building and planning services. Our City's share of the budget in 2017 is \$100,000 for the Building Official and \$10,000 for a shared Plans Examiner.

The 2017 budget increased with a full time onsite Planner, as well as another .6 full time Permit Technician. Increased building activity as well as inspections for the Black Diamond Elementary School requires the increased budget.

Community Development	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
<b>Permitting</b>							
Wages	46,824	48,310	53,477	41,000	151,904	98,427	184.1%
Benefits	9,974	11,182	12,870	12,000	48,966	36,096	280.5%
MDRT Reimbursement					(30,000)		
Subtotal Salaries and Benefits	56,798	59,491	66,347	53,000	170,870	134,523	202.8%
Supplies	1,341	776	1,450	1,450	1,650	200	13.8%
Services	17,324	15,340	18,884	17,397	32,625	13,741	72.8%
Building Official (ILA)	28,208	33,800	48,000	48,000	100,000	52,000	108.3%
Plans Examiner (ILA)	17,615	12,333	40,000	38,000	10,000	(30,000)	-75.0%
Total Permitting	121,286	121,740	174,681	157,847	315,145	35,941	20.6%
<b>Planning</b>							
Wages	18,207	29,356	35,166	26,000	95,678	60,512	172.1%
Benefits	7,937	10,151	12,097	12,097	51,929	39,832	329.3%
Subtotal Salaries and Benefits	26,145	39,507	47,263	38,097	147,607	100,344	212.3%
Supplies	809	749	800	800	800	-	
Services	11,991	7,351	3,580	3,580	12,056	8,476	236.8%
General Govt Planner	52,233	91,415	95,000	81,000		(95,000)	-100.0%
Total Planning	91,177	139,021	146,643	123,477	160,463	(86,524)	-59.0%
Hearing Examiner	709	-	5,000	2,000	5,000	-	
<b>Total Department</b>	<b>213,172</b>	<b>260,762</b>	<b>326,324</b>	<b>283,324</b>	<b>480,608</b>	<b>154,284</b>	<b>47.3%</b>

## Black Diamond Planning Area



## Master Development Review Team

This department was established to provide specific focus on the Master Planned Developments. There are two developments, The Villages (Ten Trails) and Lawson Hills. The Review Team is 100% funded by the Developer to remove the financial burden from the City and to provide staff to review and process applications and permits for the developments.

The Master Development Team also works closely with consultants hired to assist with financial analysis, civil and traffic engineering, environmental, surveying and geotechnical services. Their services are used to provide consulting and review of the Master Plan Developments according to the Development Agreements. The budget increased in 2017 due to the Senior Planner vacancy going from 75% full time to full time.

MDRT Team	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	224,141	296,690	349,817	363,817	381,597	31,780	9.1%
Benefits	89,548	123,987	177,640	177,640	158,717	(18,923)	-10.7%
<b>Subtotal Salaries and Benefits</b>	<b>313,689</b>	<b>420,677</b>	<b>527,457</b>	<b>541,457</b>	<b>540,314</b>	<b>12,857</b>	<b>2.4%</b>
Supplies	2,943	2,439	5,500	5,500	5,500	-	
Services	66,867	26,577	53,173	33,173	36,191	(16,982)	-31.9%
Computers/Vehicles	-	33,483	-			-	
Building Maintenance	59,432	53,354	71,195	76,900	76,867	5,672	8.0%
<b>Total Department</b>	<b>442,931</b>	<b>536,530</b>	<b>657,325</b>	<b>657,030</b>	<b>658,872</b>	<b>1,547</b>	<b>0.2%</b>

MDRT Consultants	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Legal Services	26,289	44,811	50,000	50,000	50,000	-	
Henderson & Young	25,757	-	3,000	3,000	3,000	-	
RH2 Engineering	278,325	266,740	250,000	250,000	250,000	-	
Parametrix	13,943	5,929	30,000	30,000	30,000	-	
Perteet	19,168	19,563	30,000	30,000	30,000	-	
HWA	6,331	4,740	25,000	25,000	25,000	-	
Survey Parmetrix	1,051	6,620	20,000	20,000	20,000	-	
CH2M Hill UTRC	53,530	17,165		-	-	-	
MDRT Environmental Consultant-	2,210	14,892	30,000	30,000	30,000	-	
<b>Total Department</b>	<b>426,603</b>	<b>380,460</b>	<b>438,000</b>	<b>438,000</b>	<b>438,000</b>	<b>-</b>	

Funding Agreement SEPA	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
EIS SEPA Legal	-	55,233	10,000				
MPD Villages & Lawson	4,938	44	-				
Gen Govt Facility Study-Makers	55,168	-	-				
Prof. Planning Services	5,000	-	-				
<b>Total Funding Ag. SEPA</b>	<b>65,105</b>	<b>55,277</b>	<b>10,000</b>				

MDRT consultants and legal expenses are 100% reimbursed by the funding agreement.



## Parks Department

The Parks Department operates and maintains the following amenities: a basketball court, tennis court, skate park, 3 picnic areas, a boat launch, 5 coal car City entry monuments, BMX bike track, swimming area, 143 acres of passive lake front park with trails, City center viewing park, Historical monument park, 2 playground facilities and landscaping around the police building. The Park Department provides the insurance, utilities and maintenance for the Recreation Center (gym) and utilities plus insurance coverage for the local museum. Costs associated with the ownership of resource lands also falls to the Park Department. The Public Works staff provides the administration and planning functions for the Park Department. The City provides these services for about \$2/household per month. Small increases in supplies and services, with a reduction in Gym costs resulted in a 1.8% overall increase to the Parks Budget in 2017.

Parks	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	14,606	15,848	24,104	24,104	24,360	256	1.1%
Benefits	5,134	6,249	8,172	8,172	8,699	527	6.4%
Subtotal Salaries and Benefits	19,740	22,097	32,276	32,276	33,059	783	2.4%
Supplies	5,985	4,026	5,868	5,868	7,153	1,285	21.9%
Services	14,672	14,694	13,062	13,056	14,819	1,757	13.5%
Gym Costs	2,502	9,109	11,316	10,716	8,506	(2,810)	-24.8%
Museum Costs	7,394	7,315	7,551	8,000	7,826	275	3.6%
<b>Total Department</b>	<b>50,293</b>	<b>57,241</b>	<b>70,073</b>	<b>69,916</b>	<b>71,363</b>	<b>1,290</b>	<b>1.8%</b>

## Black Diamond Cemetery

Black Diamond Historical Cemetery is located in Black Diamond. The cemetery was founded in 1884. It sits on Cemetery Hill Road, off Roberts Drive, hidden by a row of trees.

The earliest gravestone dates back to 1880 and now contains over 1100 graves. The tombstones show cultural diversity and tragedy that existed in town when coal mining was at its peak. At least half a dozen graves belong to those of mine workers who died in explosions in 1902, 1910 and 1915. Graves mark residents who came from countries such as Italy, Australia, Russia and Germany. A Civil War veteran was laid to rest there, as well as children who died in the early 1900s due to epidemics of small pox and influenza.

The City operates and maintains the historic Black Diamond Cemetery. This involves coordinating burials, sale of plots, providing physical burial, and maintaining the grounds. The burial fees are set to cover the costs associated with the services. 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 or so for the drier months during the growing season. Public Works staff provide the planning and administration services for the Cemetery Department.

Cemetery	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	9,913	8,792	9,829	9,739	10,292	463	4.7%
Benefits	4,266	4,718	4,333	4,333	4,548	215	5.0%
Subtotal Salaries and Benefits	14,179	13,510	14,162	14,072	14,840	678	4.8%
Supplies	1,819	951	1,932	752	1,845	(87)	-4.5%
Services	1,681	1,805	2,504	1,916	2,266	(238)	-9.5%
<b>Total Department</b>	<b>17,680</b>	<b>16,266</b>	<b>18,598</b>	<b>16,740</b>	<b>18,951</b>	<b>353</b>	<b>1.9%</b>



Historic Black Diamond Cemetery

## Facilities and Grounds 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, equipment and two vehicles.

Facility Department 181	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Wages	58,856	57,108	57,114	57,114	57,236	122	0.2%
Benefits	23,732	20,898	21,971	21,971	18,600	(3,371)	-15.3%
Subtotal Salaries and Benefits	82,588	78,006	79,085	79,085	75,836	(3,249)	-4.1%
Supplies	1,432	1,362	1,785	2,285	2,516	731	41.0%
Services	5,760	9,515	5,414	5,888	8,100	2,686	49.6%
Allocation (staff & vehicle)		(2,603)	(38,408)	(38,408)	(34,380)	4,028	-10.5%
<b>Total Department</b>	<b>89,780</b>	<b>86,280</b>	<b>47,876</b>	<b>48,850</b>	<b>52,072</b>	<b>4,196</b>	<b>8.8%</b>

Facility Buildings & Equipment 254	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Building Rental	107,491	27,998	76,625	76,625	77,600	975	1.3%
Other Leases & Maintenance	53,973	35,597	36,412	35,912	34,641	(1,771)	-4.9%
Communications	8,340	47,329	6,963	6,963	6,963	-	
FF&E Allocation Credit	(111,344)	(65,650)	(46,800)	(46,800)	(46,683)	117	-0.3%
<b>Total Department</b>	<b>58,461</b>	<b>45,273</b>	<b>73,200</b>	<b>72,700</b>	<b>72,521</b>	<b>(679)</b>	<b>-0.9%</b>

## Central Services

Central Services provide the budget that captures shared costs for General Fund departments, including office and operating supplies, software maintenance costs, copier costs, postage, advertising, utilities, custodial services, building insurance, credit card and banking fees. Costs that benefit a variety of departments are paid from Central Services and then allocated through cost allocations.

Central Services	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Supplies	7,017	7,026	7,700	5,602	7,600	(100)	-1.3%
Services	21,241	13,123	14,489	12,517	15,393	904	6.2%
Allocations & Misc.	(17,797)	(11,605)	9,164	(10,119)	(10,597)	(19,761)	-215.6%
Economic Development	1,008	950	1,000	1,000	1,250	250	25.0%
<b>Total Department</b>	<b>11,469</b>	<b>9,493</b>	<b>32,353</b>	<b>9,000</b>	<b>13,646</b>	<b>(18,707)</b>	<b>-57.8%</b>

Former Departments	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
Natural Resources	76,382						
Administration (city manager)	117,435						
<b>Total Department</b>	<b>193,817</b>						

The budget for Natural Resources and for a City Administrator was eliminated in 2015 and 2016.

Gen Fund Totals & Ending Balances	Actual 2014	Actual 2015	Budget 2016	Est Year End 2016	Prelim Budget 2017	Bdgt \$ Chg inc/(dec)	Bdgt % Chg inc/(dec)
<b>Total GF Operating Exp</b>	<b>4,698,145</b>	<b>4,260,485</b>	<b>4,692,387</b>	<b>4,552,304</b>	<b>5,146,978</b>	<b>454,591</b>	<b>9.7%</b>
End Cash & Invest Gen Govt	842,526	1,045,376	734,115	1,178,353	896,291	162,176	22.1%
End Cash & Invest Developer	190,103	192,700	160,000	125,000	125,000	(35,000)	-21.9%
<b>Grand Total GF Uses</b>	<b>5,730,774</b>	<b>5,498,561</b>	<b>5,586,502</b>	<b>5,855,657</b>	<b>6,168,269</b>	<b>581,767</b>	<b>10.4%</b>



Black Diamond School 1909

2017 Proposed Salary Schedule	Step 1	Step 2	Step 3	Step 4	5 & On
City Administrator	9,345	9,649	10,112	10,478	10,848
Assistant City Administrator	8,033	8,435	8,837	9,238	9,640
Court Administrator	5,891	6,159	6,427	6,694	6,962
Court Clerk (hourly)	18.54	20.09	21.63	23.18	24.72
Court Clerk	3,213	3,482	3,749	4,017	4,284
Accounts Payable Clerk (hourly)	17.91	19.34	20.89	22.56	24.93
MDRT & Economic Director	7,498	7,899	8,301	8,703	9,104
City Attorney	8,161	8,569	8,997	9,447	9,919
City Clerk/HR Manager	7,498	7,899	8,301	8,703	9,104
Deputy City Clerk	4,499	4,814	5,128	5,443	5,757
Finance Director	7,498	7,899	8,301	8,703	9,104
Deputy Finance Director	6,631	7,013	7,396	7,778	8,161
Utility Clerk	3,213	3,481	3,749	4,017	4,284
Senior Accountant	4,499	4,814	5,128	5,443	5,757
Accountant 1 Journey (hourly)	16.61	17.43	18.30	19.22	20.18
Administrative Assistant 2	3,213	3,481	3,749	4,017	4,284
Administrative Assistant 1	2,356	2,544	2,731	2,919	3,106
Information Services Manager	6,962	7,364	7,766	8,167	8,569
Police Chief	10,236	10,585	11,008	11,287	11,692
Police Commander	9,194	9,514	9,794	10,074	10,398
Police Sergeant	8,292	8,757	-	-	-
Police Officer	5,037	5,645	6,255	6,863	7,440
Police Records Coordinator	4,499	4,814	5,128	5,443	5,757
Police Clerk 62.5% (hourly)	15.05	16.51	17.96	18.98	20.87
Facilities Equipment Coordinator	4,499	4,814	5,128	5,443	5,757
Human Resources Director	7,498	7,899	8,301	8,703	9,104
Community Dev/Nat Resources Director	7,498	7,899	8,301	8,703	9,104
Permit Center Supervisor	5,891	6,159	6,427	6,694	6,962
Permit Technician	4,499	4,814	5,128	5,443	5,757
Permit Technician 60% (hourly)	25.96	27.77	29.59	31.40	33.22
Compliance Officer	4,499	4,814	5,128	5,443	5,757
Senior Planner	5,355	5,622	5,903	6,198	6,508
Planner	4,499	4,814	5,128	5,443	5,757
MDRT Planner 75% (hourly)	25.95	27.77	29.59	31.40	33.22
Associate Planner	4,482	4,707	4,942	5,189	5,448
Assistant Planner	4,181	4,391	4,610	4,840	5,082
Building Official	6,962	7,364	7,766	8,167	8,569
Parks Department Director	7,498	7,899	8,301	8,703	9,104
Public Works Director	7,498	7,899	8,301	8,703	9,104
Utilities Superintendent	6,962	7,364	7,766	8,167	8,569
Construction Inspector	6,962	7,364	7,766	8,167	8,569
Public Utilities Operator	4,713	4,794	4,889	4,982	5,076
Public Works Administrative Asst 3	4,250	4,463	4,686	4,920	5,167
Utility Worker-Facility/Eq/Utility Worker	3,323	3,644	3,965	4,287	4,629
Utility Worker Seasonal (hourly)	13.24	13.90	-	-	-



Sales Tax History			Assessed Valuation	New Construction	Final Assessed Valuation	Levy Rate
	<b>Sales</b>	<b>2000</b>	294,620,050	8,162,011	302,782,061	2.206
<b>Year</b>	<b>Taxes</b>	<b>2001</b>	322,721,666	11,613,750	334,335,416	2.196
<b>2000</b>	178,553	<b>2002</b>	353,992,917	4,667,520	358,660,437	2.097
<b>2001</b>	171,913	<b>2003</b>	356,571,798	2,394,661	358,966,459	1.981
<b>2002</b>	202,713	<b>2004</b>	401,497,572	1,943,946	403,441,518	1.904
<b>2003</b>	178,703	<b>2005</b>	427,240,702	4,372,118	431,612,820	2.032
<b>2004</b>	230,263	<b>2006</b>	446,214,893	3,578,995	449,793,888	2.003
<b>2005</b>	227,760	<b>2007</b>	497,642,229	2,397,737	500,039,966	1.839
<b>2006</b>	289,613	<b>2008</b>	560,299,568	7,314,478	567,614,046	1.651
<b>2007</b>	305,497	<b>2009</b>	626,088,991	10,806,265	636,895,256	1.521
<b>2008</b>	286,610	<b>2010</b>	552,382,312	2,739,869	555,122,181	1.777
<b>2009</b>	249,526	<b>2011</b>	529,857,064	3,058,528	532,915,592	2.570
<b>2010</b>	265,177	<b>2012</b>	536,580,666	2,514,106	539,094,772	2.593
<b>2011</b>	297,333	<b>2013</b>	499,553,614	1,641,937	501,195,551	2.830
<b>2012</b>	262,974	<b>2014</b>	548,399,243	4,187,903	552,587,146	2.620
<b>2013</b>	290,795	<b>2015</b>	593,190,272	2,052,701	595,242,973	2.425
<b>2014</b>	302,927	<b>2016</b>	660,150,221	4,916,109	659,796,088	2.242
<b>2015</b>	311,929					



The Grove at Lake Sawyer – a Resort - 1925



## CITY OF BLACK DIAMOND

### 2016 Calendar for 2017 Budget

	Process	Internal Due Date	Workstudy Meeting	City Council	State Law Limitations
1	Budget CALL: Budget requests and instructions go out to all departments	Aug 11			Sept 12
2	Finance & dept heads prepares revenue sources and preliminary expenditures for salaries and benefits	August 12			
3	Deadline for department head budget requests to Finance	Sept 8			
4	Estimates to be filed with the City Clerk	Sept 20			Sept 26
5	City Clerk Submits to CAO the proposed prelim budget setting forth the complete financial program	Sept 27			Oct 3
6	Special Meeting Workstudy 6pm - CAO provides Council with current info on Revenue from all sources as adopted in 2016 Budget, provides the Clerk's proposed Prelim 2017 Budget for General Fund and 2017 budget totals for all funds including debt service.	Sept 23	Sept 29		Oct 3
7	General Fund Revenue and Property Tax Review		Oct 13		
8	Special Council Meeting 6pm Workstudy Budget on Parks, Public Safety, General Fund for 2017.	Oct 11	Oct 18		Oct 1 - 31
9	Special Council Meeting 6pm - Public Hearing on Revenue Sources including possible increases in Property Tax. Workstudy – Public Works Budgets for REV and EXP for Street, Water, Sewer, Stormwtr, REET 1&2 and Gen Govt, Utilities, Capital Projects and Debt Service.	Oct 7 Oct 20	Oct 27	Oct 27	Oct 1 - 31
10	City Clerk publishes notice of public hearing on 2017 Budget and filing of preliminary budget – once a week for 2 consecutive weeks – Draft Budget submittal ready	Nov 3 - 10			Nov 1 - 11
11	Copies of Preliminary Budget made available to the public	Nov 17			Nov 18
12	Preliminary 2017 Budget Document ready. City Council holds 1 <sup>st</sup> public hearing on 2017 Budget			Nov 17	Nov 2 - 29
13	Adopt Property Tax 2017, forward to King County by 11/30/2016			Nov 17	Nov 30
14	Final Budget Hearing on 2017 Budget			Dec 1	Dec 5
15	File Property tax worksheet and Ordinances with King County	Dec 2-5			Dec 5
16	City Council adopts Final 2017 Budget and transmits to the State Auditor's Office (plus possible amendment to property taxes)			Dec 1 or Dec 15	Dec 31