



**CITY OF BLACK DIAMOND**  
**October 25, 2018 Special Meeting Agenda**  
25510 Lawson St., Black Diamond, Washington

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

**1) WORK SESSION – Review of 2019 Preliminary Budget of Revenues and Expenditures for:**

- a. Special Revenue and Internal Service Funds
- b. Public Works for Street, Water, Sewer and Stormwater Funds
- c. Capital Project Funds

**2) ADJOURNMENT**

## **Other City Funds - Budget Workstudy**

(does not include the General Fund)

### *Pacific Northwest Wildflowers*



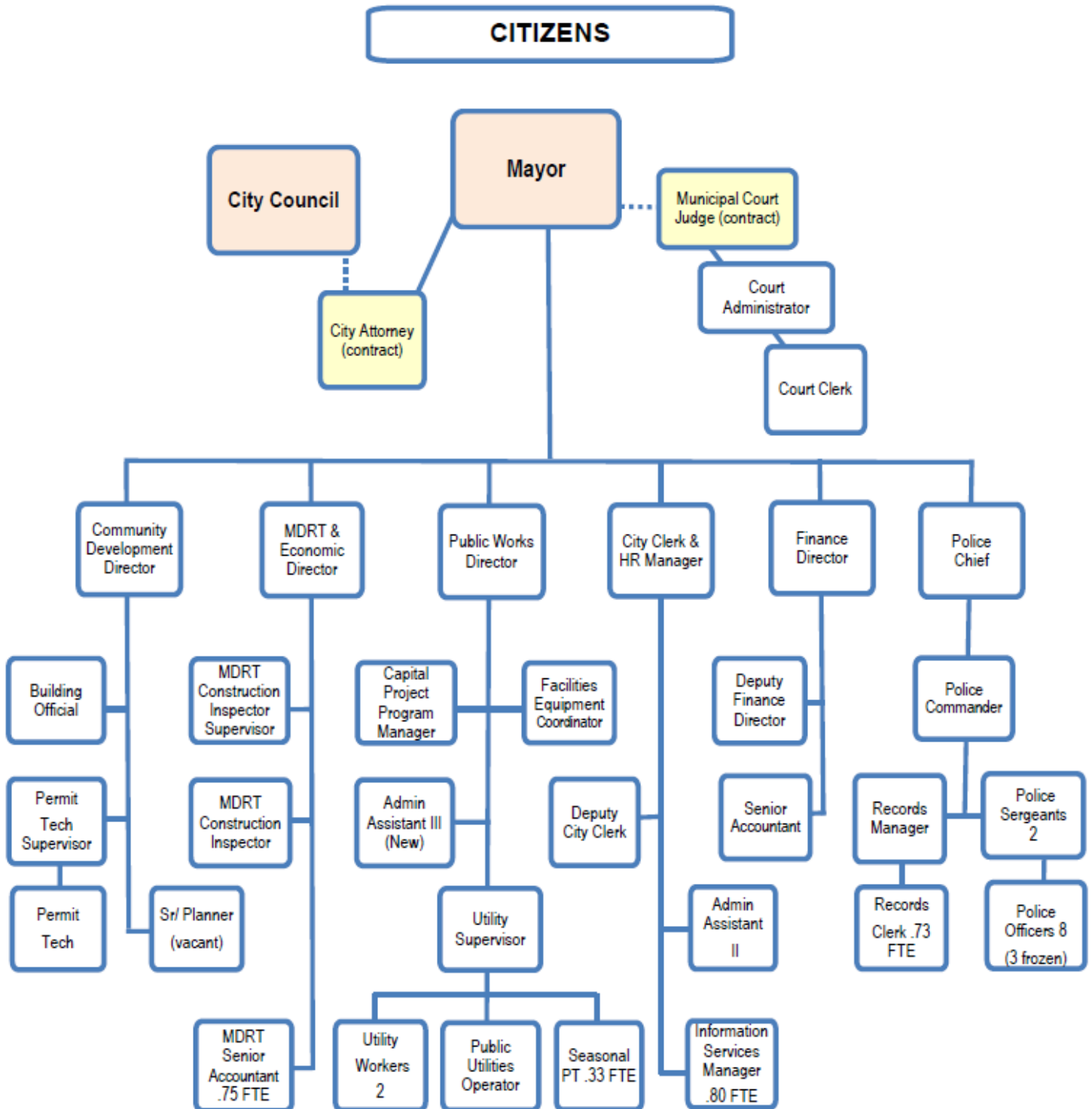
Wildflowers at Sunrise, Mt Rainier National Park

October 25, 2018

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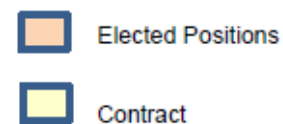
## City of Black Diamond 2019 Organization Chart



This Chart represents budgeted positions for 2019 = 36.6 FTE

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

Black Diamond is served by Mountain View Fire and Rescue



## Special Revenue Funds

These are funds established by governments to collect money that must be used for a specific project. Special revenue funds provide an extra level of accountability and transparency to taxpayers that their tax dollars will go toward an intended purpose.



Purple Monkey Flower (North Cascades)



## Street Fund

**Street Department** responsibilities include maintaining, planning and upgrading public streets and sidewalks. Major maintenance activities include maintaining the street signs, pavement stripes and markings, roadside brush, trees and vegetation control, street lights, pavement, signals, sidewalks and shoulder grading. Other activities include managing the right of way, street capital planning, seeking and managing grant funds and addressing traffic safety issues.

Revenues from gas tax and Transportation Benefit district (TBD) car tab fees are the primary sources of funds for the Street Department. Most Washington cities struggle to pay for street maintenance costs, as shared gas tax revenue doesn't keep pace with the costs. Beginning in mid-2015, the city created a Transportation Benefit District (TBD), which receives \$20 per car registered to Black Diamond residents or businesses. This money is required to be used exclusively for road maintenance and operations. A new Administrative Assistant III position in 2019 has increased a percentage of salaries and benefits in this fund.

Street Fund 101		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>REVENUE</b>							
2	<b>Beginning Cash and Investments</b>	118,374	129,840	120,415	134,234	103,964	(16,451)	-13.7%
3	Street Gas Tax	94,967	93,234	95,048	60,932	101,031	5,983	6.3%
4	Right of Way Permit	6,383	17,676	30,000	7,364	14,000	(16,000)	-53.33%
5	Other Permits and Misc Rev	13,755	17,799	37,112	14,620	16,500	(20,612)	-55.5%
6	<b>Subtotal Operating Revenue</b>	<b>115,105</b>	<b>128,709</b>	<b>162,160</b>	<b>82,916</b>	<b>131,531</b>	<b>(30,629)</b>	<b>-18.9%</b>
7	Transfer in From TBD Fund	60,000	100,000	120,000	60,000	120,000		
8	Transfer in REET II	50,000						
9	<b>Total Revenue</b>	<b>225,105</b>	<b>228,709</b>	<b>282,160</b>	<b>142,916</b>	<b>251,531</b>	<b>(30,629)</b>	<b>-10.9%</b>
10	<b>Total Street Fund Sources</b>	<b>\$343,479</b>	<b>\$358,549</b>	<b>\$402,575</b>	<b>\$277,150</b>	<b>\$355,495</b>	<b>(\$47,080)</b>	<b>-11.7%</b>

Street Fund 101		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>EXPENDITURES</b>							
2	Wages	82,179	88,102	97,840	67,138	124,268	26,428	27.0%
3	Benefits	41,535	42,818	54,434	31,964	67,474	13,040	24.0%
4	<b>Salary and Benefits</b>	<b>123,715</b>	<b>130,920</b>	<b>152,274</b>	<b>99,102</b>	<b>191,742</b>	<b>39,468</b>	<b>25.92%</b>
5	Supplies	4,917	7,433	15,975	7,731	15,487	(488)	-3.05%
6	Services and Charges	75,008	75,962	105,014	71,327	94,623	(10,391)	-9.89%
7	<b>Subtotal Operating Expenditures</b>	<b>203,640</b>	<b>214,315</b>	<b>273,263</b>	<b>178,160</b>	<b>301,852</b>	<b>28,589</b>	<b>10.5%</b>
8	Transfer out Capital Equip Replacement	10,000	10,000	10,000	10,000	10,000		
9	<b>Total Street Fund Expenditures</b>	<b>213,640</b>	<b>224,315</b>	<b>283,263</b>	<b>188,160</b>	<b>311,852</b>	<b>28,589</b>	<b>10.1%</b>
10	Ending Cash and Investments	129,840	134,234	119,312	88,990	43,643	(75,669)	-63.4%
11	<b>Total Street Fund Uses</b>	<b>\$343,480</b>	<b>\$358,549</b>	<b>\$402,575</b>	<b>\$277,150</b>	<b>\$355,495</b>	<b>(\$47,080)</b>	<b>-11.7%</b>

## Fire Impact Fee Fund

Per City Ordinance 12-980, Fire Impact Fees are charged to new development and building expansions within the City limits. For a new residential home in Black Diamond, the fee is \$1,783.13 for homes without sprinkler systems.

The implementation of the fee came after a 2011 Fire Impact Fee Study, which developed the methodology and to ensure compliance with Washington laws and City Code. Future capital costs will be funded with a combination of impact fees and city funds. The city is accumulating funds to replace growth related fire equipment and facilities.

Fire Impact Fee Fund 107		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>REVENUE</b>							
2	Beginning Cash and Investments	48,570	183,127	209,270	205,493	474,993	265,723	127.0%
3	Fire Impact Fees	134,168	20,540	265,000	165,900	300,000	35,000	13.2%
4	Interest Income	389	1,826	2,000	3,016	6,000	4,000	200.0%
5	<b>Subtotal Fire Impact Fee Revenue</b>	<b>134,557</b>	<b>22,365</b>	<b>267,000</b>	<b>168,916</b>	<b>306,000</b>	<b>39,000</b>	<b>14.6%</b>
6	<b>Total Fire Impact Fee Sources</b>	<b>\$183,127</b>	<b>\$205,493</b>	<b>\$476,270</b>	<b>\$374,409</b>	<b>\$780,993</b>	<b>\$304,723</b>	<b>64.0%</b>

Fire Impact Fee Fund 107		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>EXPENDITURES</b>							
2	Transfer out to Fire Equipment 500-100			475,000		600,000	125,000	26.3%
3	<b>Subtotal Fire Impact Fee Expenditures</b>			<b>475,000</b>		<b>600,000</b>	<b>125,000</b>	<b>26.3%</b>
4	Ending Cash and Investments	183,127	205,493	1,270	374,409	180,993	179,723	14151.4%
5	<b>Total Fire Impact Fee Uses</b>	<b>\$183,127</b>	<b>\$205,493</b>	<b>\$476,270</b>	<b>\$374,409</b>	<b>\$780,993</b>	<b>\$304,723</b>	<b>64.0%</b>



Washington's State Flower: Coast, Pacific, or Big Leaf Rhododendron

## Transportation Benefit District Fund

To address declining revenues that support the Street Department, the City established a Transportation Benefit District. The city collects a twenty-dollar vehicle license fee pursuant to RCW 36.73.065 and RCW 82.80.140. Currently there are about 90 TBD districts in Washington State.

Transportation Benefit District Fund (TBD Fund) 108		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>REVENUE</b>							
2	Beginning Cash and Investments		3,666	15,517	9,398	4,728	(10,789)	-69.5%
3	TBD Car Tab Fees	63,578	105,460	110,000	72,581	120,000	10,000	9.1%
4	TBD Investment Interest	88	273	200	222	500	300	150.0%
5	<b>Subtotal TBD Revenue</b>	<b>63,666</b>	<b>105,733</b>	<b>110,200</b>	<b>72,804</b>	<b>120,500</b>	<b>10,300</b>	<b>9.3%</b>
6	<b>Total TBD Sources</b>	<b>\$63,666</b>	<b>\$109,398</b>	<b>\$125,717</b>	<b>\$82,202</b>	<b>\$125,228</b>	<b>(\$489)</b>	<b>-0.4%</b>

Transportation Benefit District Fund (TBD)108		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>EXPENDITURES</b>							
2	TBD Transfer to Street Fund	60,000	100,000	120,000	60,000	120,000		
3	<b>Subtotal TBD Expenditures</b>	<b>60,000</b>	<b>100,000</b>	<b>120,000</b>	<b>60,000</b>	<b>120,000</b>		
4	Ending Cash and Investments	3,666	9,398	5,717	22,202	5,228	(489)	-8.6%
5	<b>Total TBD Uses</b>	<b>\$63,666</b>	<b>\$109,398</b>	<b>\$125,717</b>	<b>\$82,202</b>	<b>\$125,228</b>	<b>(\$489)</b>	<b>-0.4%</b>



Penstemon wildflowers are found in rocky outcroppings in the Coast range and the Cascades in Washington



## Traffic Mitigation Fund

The Traffic Mitigation Fund was created in August 2016 for the purpose of collecting funds from the Enumclaw School District, in an agreement with the city to contribute to improving safety in four intersections nearby the new school. Since 2016, other traffic mitigation fees have been collected for specific traffic improvements.

Traffic Mitigation Fees Fund 109					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>REVENUE</b>							
2 <b>Beginning Cash and Investments</b>		74,307	83,840	84,305	125,805	41,965	50.1%
3 Traffic Mitigation Fees	74,217	9,258	150,000	67,859	70,000	(80,000)	-53.3%
4 Interest Income	90	739	800	1,061	2,200	1,400	175.0%
5 <b>Subtotal Traffic Mitigation Revenue</b>	<b>74,307</b>	<b>9,997</b>	<b>150,800</b>	<b>68,920</b>	<b>72,200</b>	<b>(78,600)</b>	<b>-52.1%</b>
6 <b>Total Traffic Mitigation Sources</b>	<b>\$74,307</b>	<b>\$84,305</b>	<b>\$234,640</b>	<b>\$153,224</b>	<b>\$198,005</b>	<b>(\$36,635)</b>	<b>-15.6%</b>

Traffic Mitigation Fees Fund 109					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>EXPENDITURES</b>							
2 Transfer out to Park Street Project			30,000			(30,000)	-100.0%
3 City Share: Other Traffic Improvements			204,640		198,005	(6,635)	-3.2%
4 <b>Subtotal Traffic Mitigation Exp.</b>			<b>234,640</b>		<b>198,005</b>	<b>(36,635)</b>	<b>-15.6%</b>
5 Ending Cash and Investments	74,307	84,305		153,224			
6 <b>Total Traffic Mitigation Uses</b>	<b>\$74,307</b>	<b>\$84,305</b>	<b>\$234,640</b>	<b>\$153,224</b>	<b>\$198,005</b>	<b>(\$36,635)</b>	<b>-15.6%</b>



Western Skunk Cabbage: Named for the distinctive "skunky" odor that it emits

## Internal Service Funds

This fund is used for operations serving other funds or departments within the city.

Black Diamond has one such fund, Equipment Replacement that collects money from other departments to build up resources to replace capital equipment, such as Police and Fire vehicles as well as General Government and Public Works equipment.



As you wander through Washington's forests, meadows and steppes, keep your eyes trained low to the ground. Our native wildflowers are sometimes tiny beauties, but en masse can put on a spectacular color show.

## Equipment Replacement Funds

Equipment Replacement Funds include Fire, Public Works and Police equipment replacements. Some examples of equipment are police and fire vehicles, utility trucks and machinery.

	Fire Equipment Replacement Fund 510-100	2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>REVENUE</b>							
2	Beginning Cash and Investments	46,117	65,880	66,380	66,380	36,310	(30,070)	-45.3%
3	Investment Interest	203	500	600	620	900	300	
4	Transfer in REET 1	25,000						
5	<b>Subtotal Fire Equipment Revenue</b>	<b>25,203</b>	<b>500</b>	<b>600</b>	<b>620</b>	<b>900</b>	<b>300</b>	<b>50.0%</b>
6	<b>Total Fire Equipment Sources</b>	<b>\$71,320</b>	<b>\$66,380</b>	<b>\$66,980</b>	<b>\$67,000</b>	<b>\$37,210</b>	<b>(\$29,770)</b>	<b>-44.4%</b>

	Fire Equipment Replacement Fund 510-100	2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>EXPENDITURES</b>							
2	Fire Truck Repairs	5,440		29,900			(29,900)	-100.0%
3	Future Fire Building and Equip.			37,080		37,210	130	0.4%
4	<b>Subtotal Fire Equipment Expenditures</b>	<b>5,440</b>		<b>66,980</b>		<b>37,210</b>	<b>(29,770)</b>	<b>-44.4%</b>
5	Ending Cash and Investments	65,880	66,380		67,000			
6	<b>Total Fire Equipment Uses</b>	<b>\$71,320</b>	<b>\$66,380</b>	<b>\$66,980</b>	<b>\$67,000</b>	<b>\$37,210</b>	<b>(\$29,770)</b>	<b>-44.4%</b>



	Public Works Equipment Replacement Fund 510-200	2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>REVENUE</b>							
2	Beginning Cash and Investments	208,403	204,319	258,647	258,647	204,269	(54,378)	-21.0%
3	Investment Interest	951	2,344	2,000	2,904	6,000	4,000	200.0%
4	Surplus Sales		4,550					
5	Transfer in From Water Operating	10,000	10,000	10,000	10,000	10,000		
6	Transfer in From Sewer Operating	10,000	10,000	10,000	10,000	10,000		
7	Transfer in From Stormwater Operating	10,000	10,000	10,000	10,000	10,000		
8	Transfer in From Street Fund	10,000	10,000	10,000	10,000	10,000		
9	Transfer in From General Fund			7,000	12,000	7,000		
10	Transfer in REET I	7,000	7,500					
11	<b>Subtotal PW Equipment Revenue</b>	<b>47,951</b>	<b>54,394</b>	<b>49,000</b>	<b>54,904</b>	<b>53,000</b>	<b>4,000</b>	<b>8.2%</b>
12	<b>Total PW Equipment Sources</b>	<b>\$256,354</b>	<b>\$258,712</b>	<b>\$307,647</b>	<b>\$313,551</b>	<b>\$257,269</b>	<b>(\$50,378)</b>	<b>-16.4%</b>

Public Works Equipment Replacement Fund 510-200		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>EXPENDITURES</b>							
2	Truck and Equipment	42,840		40,000	34,175	40,000		
3	Purchase Back hoe					130,000	130,000	
4	Various Mowers and Equipment	7,170		15,000	4,240		(15,000)	-100.0%
5	Computers and Radios	2,026		11,378			(11,378)	-100.0%
6	PW Technology			10,000			(10,000)	-100.0%
7	Major Maintenance on Equip.		65	25,000	3,414		(25,000)	-100.0%
8	<b>Subtotal PW Equipment Expenditures</b>	<b>52,035</b>	<b>65</b>	<b>101,378</b>	<b>41,828</b>	<b>170,000</b>	<b>68,622</b>	<b>67.7%</b>
9	Ending Cash and Investments	204,319	258,647	206,269	271,723	87,269	(119,000)	-57.7%
10	<b>Total PW Equipment Uses</b>	<b>\$256,354</b>	<b>\$258,712</b>	<b>\$307,647</b>	<b>\$313,551</b>	<b>\$257,269</b>	<b>(\$50,378)</b>	<b>-16.4%</b>



Police Equipment Replacement Fund 510-300		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>REVENUE</b>							
2	<b>Beginning Cash and Investments</b>	<b>26,487</b>	<b>26,331</b>	<b>6,934</b>	<b>6,934</b>	<b>57,934</b>	<b>51,000</b>	<b>735.5%</b>
3	Investment Interest	114	281	50	348	500	450	900.0%
4	Surplus Sales		-	3,000	1,600	3,000		
5	Sewer Loan for Police Cars (4 in 2017)		160,000					
6	Transfer in from REET I					55,000	55,000	
7	<b>Subtotal Police Equipment Revenue</b>	<b>114</b>	<b>160,281</b>	<b>3,050</b>	<b>1,948</b>	<b>58,500</b>	<b>55,450</b>	<b>1818.0%</b>
8	<b>Total Police Equipment Sources</b>	<b>\$26,601</b>	<b>\$186,612</b>	<b>\$9,984</b>	<b>\$8,882</b>	<b>\$116,434</b>	<b>\$106,450</b>	<b>1066.2%</b>

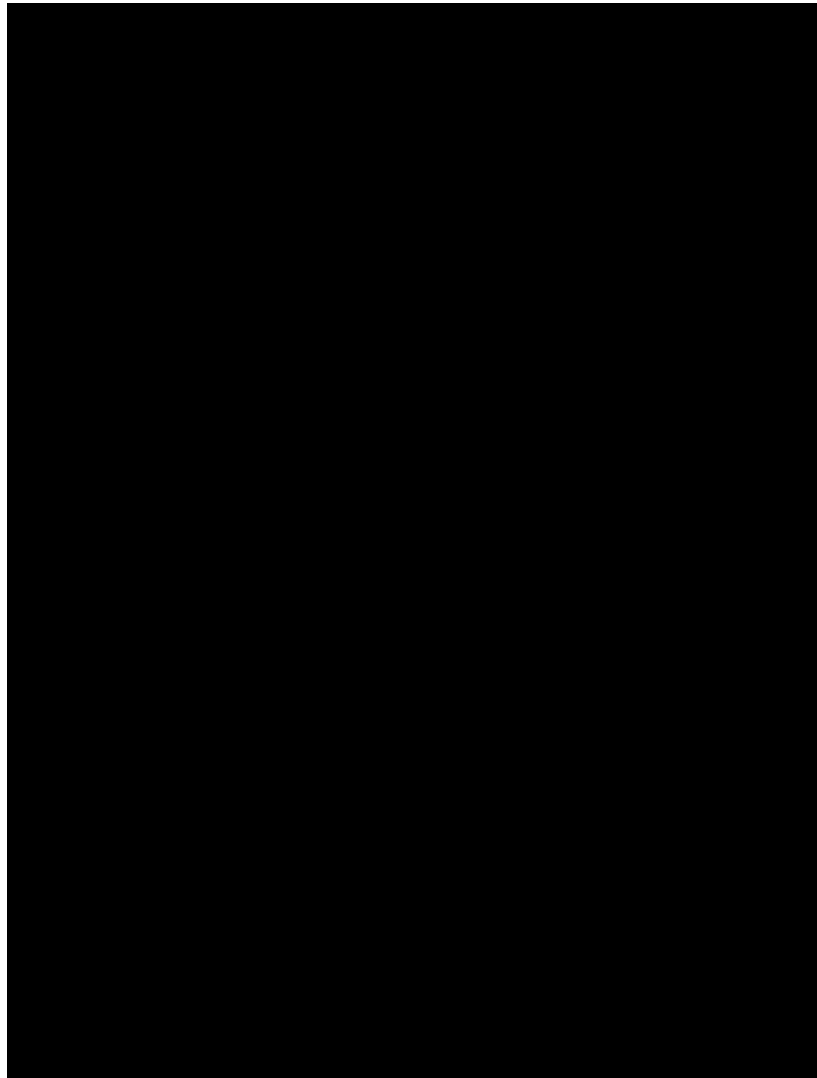
Police Equipment Replacement Fund 510-300		2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
1	<b>EXPENDITURES</b>							
2	Replace Police Vehicles		179,524	403		105,000	104,597	25954.6%
3	Surplus Costs Police	270	155	1,000	475	1,000		
4	Police Radios			8,581		10,434	1,853	21.6%
5	<b>Subtotal Police Equip Expenditures</b>	<b>270</b>	<b>179,678</b>	<b>9,984</b>	<b>475</b>	<b>116,434</b>	<b>106,450</b>	<b>1066.2%</b>
6	Ending Cash and Investments	26,331	6,934		8,407			
7	<b>Total Police Equipment Uses</b>	<b>\$26,601</b>	<b>\$186,612</b>	<b>\$9,984</b>	<b>\$8,882</b>	<b>\$116,434</b>	<b>\$106,450</b>	<b>1066.2%</b>



## Utility Funds

Utility funds are used for services provided to the public on a user charge basis, similar to the operation of a commercial enterprise.

Black Diamond has Water, Sewer and Stormwater utilities.



One of the most spectacular aspects of Mt. Rainier National Park is its world-renowned wildflower meadows. No matter what the length of your stay, a stroll among these seemingly endless fields of wildflowers is a must-do. Each July and August, Mt. Rainier's meadows burst with color.

## Water Operating Fund 401

The Water Department provides safe high quality reliable drinking water to the residents of Black Diamond with the exception of residents on Covington Water in the Lake Sawyer area. The water utility is responsible for the operation and maintenance of the city's springs, fences, access roads, power lines, backup power, control systems, water storage tanks, water treatment systems, pump stations, water main, water quality testing, meter reading, installation and billing. Black Diamond households receive very high-quality drinking water delivered to their house under pressure to drink, wash dishes, wash clothes, and help run their households. Water also provides for fire protection.

In 2019, building activity will continue to increase water sales as well as the installation of new irrigation water meters. A new Administrative Assistant III in 2019 has increased a portion of salaries and benefits for this fund.

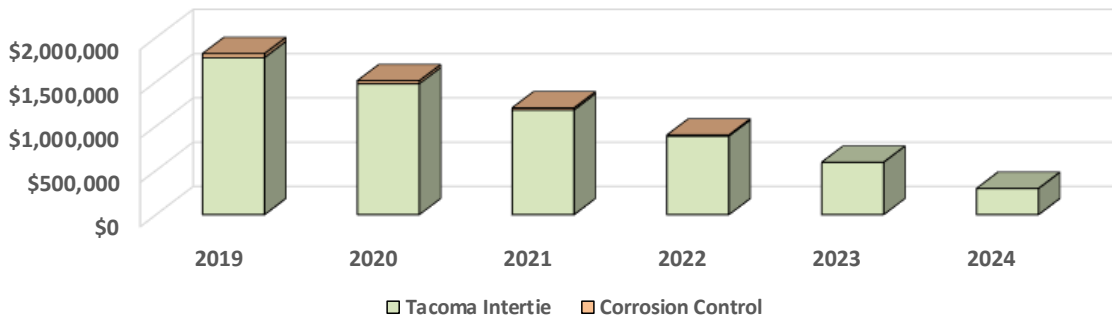
Water Fund 401	2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
<b>1 REVENUE</b>							
2 <b>Beginning Cash and Investments</b>	<b>222,708</b>	<b>330,194</b>	<b>377,248</b>	<b>429,813</b>	<b>378,871</b>	<b>1,623</b>	<b>0.4%</b>
3 Water Charges	727,018	711,221	700,000	477,166	720,000	20,000	2.9%
4 Water Late Fees/Name Change Charge	20,060	17,606	22,000	11,325	17,000	(5,000)	-22.7%
5 Hydrant Wat. sales/Irrig Meters/Set & Backflow	7,041	35,892	28,000	51,027	110,000	82,000	292.9%
6 Meter Purchases, Setting Fees, Inspections	22,039	37,477	87,500	80,573	111,750	24,250	27.7%
7 Interest, Refunds and Misc. Revenue	834	2,876	8,000	4,363	7,000	(1,000)	-12.5%
8 <b>Subtotal Water Operating Revenue</b>	<b>776,992</b>	<b>805,073</b>	<b>845,500</b>	<b>624,454</b>	<b>965,750</b>	<b>120,250</b>	<b>14.2%</b>
9 Transfer in From Water Reserve	10,000	-	-	-	-	-	-
10 Palmer Coking Coal Contribution	98,420	97,478	97,000	98,238	90,400	(6,600)	-6.8%
11 <b>Subtotal Water Other Revenue</b>	<b>108,420</b>	<b>97,478</b>	<b>97,000</b>	<b>98,238</b>	<b>90,400</b>	<b>(6,600)</b>	<b>-6.8%</b>
12 <b>Total Water Fund Sources</b>	<b>\$1,108,120</b>	<b>\$1,232,745</b>	<b>\$1,319,748</b>	<b>\$1,152,506</b>	<b>\$1,435,021</b>	<b>\$115,273</b>	<b>8.7%</b>

Water Fund 401	2016 Actual	2017 Actual	2018 Budget	2018 Thru August	2019 Prelim Budget	Budget \$ Change	Budget % Change
<b>1 EXPENDITURES</b>							
2 Wages	135,669	158,738	182,728	118,212	216,982	34,254	18.7%
3 Benefits	59,849	69,132	83,928	50,782	102,195	18,267	21.8%
4 <b>Salary and Benefits</b>	<b>195,518</b>	<b>227,870</b>	<b>266,656</b>	<b>168,994</b>	<b>319,177</b>	<b>52,521</b>	<b>19.70%</b>
5 Supplies	24,089	38,070	59,826	53,264	83,123	23,297	38.94%
6 Services and Charges	227,891	208,096	255,670	153,113	279,982	24,312	9.51%
7 <b>Subtotal Operating Expenditures</b>	<b>447,497</b>	<b>474,036</b>	<b>582,152</b>	<b>375,371</b>	<b>682,282</b>	<b>100,130</b>	<b>17.2%</b>
8 Debt Service	320,429	318,896	317,362	317,362	315,829	(1,533)	-0.5%
9 Transfer out Capital Equip Replacement	10,000	10,000	10,000	10,000	10,000	-	-
10 Transfer to Water Capital Fund	-	-	125,000	125,000	125,000	-	-
11 <b>Total Water Fund Expenditures</b>	<b>777,926</b>	<b>802,931</b>	<b>1,034,514</b>	<b>827,733</b>	<b>1,133,111</b>	<b>98,597</b>	<b>9.5%</b>
12 Ending Cash and Investments	330,194	429,813	285,234	324,773	301,910	16,676	5.8%
13 <b>Total Water Fund Uses</b>	<b>\$1,108,120</b>	<b>\$1,232,745</b>	<b>\$1,319,748</b>	<b>\$1,152,506</b>	<b>\$1,435,021</b>	<b>\$115,273</b>	<b>8.7%</b>

Water Debt Service 2019

Issue Date	Issue Amount	Type	Purpose	Maturity Date	12/31/2018 Debt Owed	2019 Principal	2019 Interest	2019 Total Debt Svc	2019 Debt Payment		
									Water Operating	Developer	Total 2019 BD
2006	180,000	PWTF	Cor Contrl	2022	45,000	11,250	225	11,475	11,475		11,475
2005	3,407,063	PWTF	Tac 500mg	2024	1,181,836	197,070	5,895	202,965	202,965		202,965
	256,064	PWTF	Tac city 1st	2024							
	1,784,693	PWTF	Pump Fac, Res & lines	2024	591,095	98,419	2,970	101,389		101,389	
	5,447,820	PWTF			1,772,931	295,489	8,865	304,354	202,965	101,389	202,965
<b>Totals</b>	<b>5,627,820</b>				<b>1,817,931</b>	<b>306,739</b>	<b>9,090</b>	<b>315,829</b>	<b>214,440</b>	<b>101,389</b>	<b>214,440</b>
						Total Net Water Fund 2019 Debt Service					\$214,440
Less Developer Responsibility Palmer					(\$591,095)						
<b>Net City Liability</b>					<b>\$1,226,836</b>						

Water Debt thru 2024 (Principal Only)



Jeffery's Shooting Star

## Sewer Operating Fund 407

The Sewer Department collects sewage from the homes and businesses in the old section of Town for treatment and discharge. The area around Lake Sawyer is primarily served by individual on site waste water disposal septic system and a small area at the Northwest end of the Lake served by the Soos Creek Sewer system. The sewer utility provides for the planning, operation and maintenance of 17.5 miles of sewer lines and manholes, and 5 pump stations and provides local customer service and billing. This sewer utility also contracts with King County for transmission and sewage treatment plant in Renton for treatment, discharge and bio-solids handling. The city provides the local sewer collection services for approximately \$21/household per month.

The revenue collected by the city sewer share of the revenue has not been covering the cost of the operations, maintenance and administration. The city is studying rates in 2018 and will be making a rate adjustment as recommended in 2019. A new Administrative Assistant III in 2019 has increased a portion of salaries and benefits for this fund.

Sewer Fund 407					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>REVENUE</b>							
2 <b>Beginning Cash and Investments</b>	131,720	145,261	130,000	107,137	119,776	(10,224)	-7.9%
3 King County Sewer Revenue	551,062	601,130	611,060	420,136	650,000	38,940	6.4%
4 Black Diamond Sewer Revenue	226,492	220,770	243,520	156,266	240,000	(3,520)	-1.4%
5 Miscellaneous Revenue	8,978	16,349	26,600	17,789	43,500	16,900	63.5%
6 <b>Subtotal Sewer Operating Revenue</b>	<b>786,532</b>	<b>838,249</b>	<b>881,180</b>	<b>594,192</b>	<b>933,500</b>	<b>52,320</b>	<b>5.9%</b>
7 Transfer in From Sewer Reserves	100,000	100,000	130,000	65,000	130,000	-	0.0%
8 <b>Total Sewer Fund Sources</b>	<b>\$1,018,252</b>	<b>\$1,083,510</b>	<b>\$1,141,180</b>	<b>\$766,329</b>	<b>\$1,183,276</b>	<b>\$42,096</b>	<b>3.7%</b>

Sewer Fund 407					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>EXPENDITURES</b>							
2 Wages	134,450	157,410	182,890	106,705	183,729	839	0.5%
3 Benefits	59,798	69,105	83,989	45,664	85,776	1,787	2.1%
4 <b>Salary and Benefits</b>	<b>194,248</b>	<b>226,516</b>	<b>266,879</b>	<b>152,369</b>	<b>269,505</b>	<b>2,626</b>	<b>0.98%</b>
5 Supplies	5,144	7,665	11,286	11,027	16,128	4,842	42.90%
6 Services and Charges	663,599	732,192	767,811	469,578	808,963	41,152	5.36%
7 <b>Subtotal Operating Expenditures</b>	<b>862,991</b>	<b>966,372</b>	<b>1,045,976</b>	<b>632,975</b>	<b>1,094,596</b>	<b>48,620</b>	<b>4.6%</b>
8 Transfer to Equipment Replacement Fund	10,000	10,000	10,000	10,000	10,000		
9 <b>Total Operating Expenditures</b>	<b>872,991</b>	<b>976,372</b>	<b>1,055,976</b>	<b>642,975</b>	<b>1,104,596</b>	<b>48,620</b>	<b>4.6%</b>
10 Ending Cash and Investments	145,261	107,137	85,204	123,354	78,680	(6,524)	-7.7%
11 <b>Total Sewer Fund Uses</b>	<b>\$1,018,252</b>	<b>\$1,083,510</b>	<b>\$1,141,180</b>	<b>\$766,329</b>	<b>\$1,183,276</b>	<b>\$42,096</b>	<b>3.7%</b>



## Stormwater Operating Fund 410

The stormwater Utility maintains 9 storm ponds, 9 miles of storm pipe, 572 catch basins, two bio-infiltration systems, one stormwater filter system and approximately 20 miles of ditches and flow paths. These activities help preserve the public road system and protect the environment. The city also oversees activities dealing with controlling storm water quality including education, enforcing stormwater codes on construction and new development, monitoring private stormwater systems maintenance, monitoring the effectiveness of city programs, monitoring water quality in the city, participation in WIRA 9 Water Quality Initiative providing coverage for the from the Endangered Species Act claims and reporting to Department of Ecology.

The stormwater utility mitigates the storm water impact of urban living on the environment for \$16 per month per household. The city is studying rates in 2018 and will be making a rate adjustment as recommended. A new Administrative Assistant III position in 2019 has increased a portion of salaries and benefits in this fund.

Stormwater Fund 410					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>REVENUE</b>							
2 <b>Beginning Cash and Investments</b>	102,303	99,074	102,574	103,277	86,864	(15,710)	-15.3%
3 Stormwater Charges	356,042	378,643	370,200	205,164	370,000	(200)	-0.1%
4 Ecology and Other Grants		-	25,000	6,353	25,000	0	0.0%
5 Stormwater Inspection Fees	11,910	8,585	22,000	6,712	14,800	(7,200)	-32.7%
6 PW Engr Civil Allocation		5,791	-	2,812	16,000	16,000	
7 Interest and Misc.	639	992	900	5,514	2,400	1,500	166.7%
8 <b>Subtotal Stormwater Revenue</b>	368,592	394,012	418,100	226,555	428,200	10,100	2.4%
9 <b>Total Stormwater Sources</b>	\$470,895	\$493,086	\$520,674	\$329,832	\$515,064	(\$5,610)	-1.1%

Stormwater Fund 410					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>EXPENDITURES</b>							
2 Wages	134,364	156,730	179,484	109,305	186,630	7,146	4.0%
3 Benefits	59,482	68,619	82,514	47,024	87,048	4,534	5.5%
4 <b>Salary and Benefits</b>	193,845	225,349	261,998	156,329	273,678	11,680	4.46%
5 Supplies	6,216	6,315	13,947	9,417	15,063	1,116	8.00%
6 Services and Charges	161,760	148,145	179,425	100,160	176,643	(2,782)	-1.55%
7 <b>Subtotal Operating Expenditures</b>	361,821	379,809	455,370	265,906	465,384	10,014	2.2%
9 Transfer out Capital Equip Replacement	10,000	10,000	10,000	10,000	10,000		
<b>Total Stormwater Fund Expenditures</b>	371,821	389,809	465,370	275,906	475,384	10,014	2.2%
Ending Cash and Investments	99,074	103,277	55,254	53,926	39,680	(15,574)	-28.2%
<b>Total Stormwater Fund Uses</b>	\$470,895	\$493,086	\$520,624	\$329,832	\$515,064	(\$5,560)	-1.1%

## Capital Funds

Capital projects funds are used to account for the improvement, construction or acquisition of buildings, equipment and roads. Depending on its use, a fixed asset may instead be financed by a special revenue fund or a proprietary fund. A capital project fund exists until completion of the project.



Crimson Columbine: The flowers are edible, with a sweet taste—though the seeds can be fatal if eaten

## Real Estate Excise Tax I – 311 (REET I)

Washington State levies a real estate excise tax (REET) on all property sales of 1.28% of a property's full selling price. A locally-imposed tax is also authorized, though the rate and uses of the funds differ by population size and whether the city or county is planning under the Growth Management Act (GMA). All cities are allowed to levy a 0.25% tax on property sales (REET I), cities and counties that are planning under the GMA may also levy a second quarter percent tax (REET II).

This Fund is specifically to be used for General Government Capital Projects, Fund 310, and General Government Capital Expenditures in the 510 Fund. The 2019 budget anticipates an increase in revenue due to increasing construction and sale of homes.

General Government REET I Fund - 311					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>REVENUE</b>							
2 <b>Beginning Cash and Investments</b>	130,257	165,857	148,850	131,816	176,516	27,666	18.6%
3 1/4% Real Estate Sales Tax	163,050	107,622	200,000	175,006	250,000	50,000	25.0%
4 LGIP Investment Interest	549	1,295	2,000	1,477	3,500	1,500	75.0%
5 <b>Total REET I Revenue</b>	163,599	108,917	202,000	176,483	253,500	51,500	25.5%
6 <b>Total REET I Sources</b>	\$293,856	\$274,774	\$350,850	\$308,298	\$430,016	\$79,166	22.6%

General Government REET I Fund - 311					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>EXPENDITURES</b>							
2 Transfer to 310 Fund	96,000	135,458	207,500	207,500	179,390	(28,110)	-13.5%
3 Transfer 510 Fund - Police & Fire Equip.	32,000	7,500			55,000	55,000	
4 <b>Total REET I Expenditures</b>	128,000	142,958	207,500	207,500	234,390	26,890	13.0%
5 Ending Cash and Investments	165,856	131,816	143,350	100,798	195,626	52,276	36.5%
6 <b>Total REET I Uses</b>	\$293,856	\$274,774	\$350,850	\$308,298	\$430,016	\$79,166	22.6%

## Real Estate Excise Tax II

The collection of REET II is authorized by RCW 8245.010 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.

Midyear in 2011 the Washington State Legislature authorized for five years the usage of up to \$100,000 of REET monies for the maintenance of capital assets. REET II monies in Black Diamond are transferred to Fund 320 for Street and Public Works capital projects, or they use utility funds for their projects. The 2019 budget anticipates an increase in revenue due to new construction and sales of homes.

Public Works REET II Fund - 321					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>REVENUE</b>							
2 <b>Beginning Cash and Investments</b>	111,911	165,456	124,230	139,055	154,016	29,786	24.0%
3 1/4% Real Estate Sales Tax	163,050	107,622	200,000	175,006	250,000	50,000	25.0%
4 LGIP Investment Interest	495	1,203	2,000	1,716	3,500	1,500	75.0%
7 <b>Total REET II Revenue</b>	163,545	108,825	202,000	176,722	253,500	51,500	25.5%
8 <b>Total REET II Sources</b>	\$275,456	\$274,281	\$326,230	\$315,778	\$407,516	\$81,286	24.9%

Public Works REET II Fund - 321					2019 Prelim Budget	Budget \$ Change	Budget % Change
	2016 Actual	2017 Actual	2018 Budget	2018 Thru August			
1 <b>EXPENDITURES</b>							
2 Transfer to Capital Projects		135,226	143,000	143,000	154,000	11,000	7.7%
3 Transfer to N. Commercial Storm Pond			15,000	15,000		(15,000)	-100.0%
4 Transfer to Stormwater Capital	60,000						
5 Transfer to Street Fund	50,000						
6 Transfer out to PW Facilities for Projects			15,000		100,000	85,000	566.7%
7 <b>Total REET II Expenditures</b>	110,000	135,226	173,000	158,000	254,000	81,000	46.8%
8 Ending Cash and Investments	165,456	139,055	153,230	157,777	153,516	286	0.2%
9 <b>Total REET II Uses</b>	\$275,456	\$274,281	\$326,230	\$315,777	\$407,516	\$81,286	24.9%



## Fund 310 - General Government Capital Projects-2019

Project Name	Project		Source of Revenue					Source of Expenditures		
	CIP #	Note	Beg C&I	REET I Trf In	Grants	Trails Rev/Trf In	Total Revenue	Expenditure	Trf Out	Total Expenditure
1 Ginder Creek Trails	P1	Update	82,956		15,000	9,000	106,956	106,956		106,956
2 Grant Matching	P2			2,500			2,500	2,500		2,500
3 Rehab E. Ginder Cr Prop	P6			35,000			35,000	35,000		35,000
4 Lake Sawyer Park Pay Station	P8			20,000			20,000	20,000		20,000
5 Replace Fire Truck	F1	Update	85,000	28,890		586,110	700,000	700,000		700,000
6 Replace Patrol Car	L1		50,000	55,000			105,000	105,000		105,000
7 General Govt/Police Tech	L2			83,000			83,000	83,000		83,000
8 General Government Reno	G1			10,000			10,000	10,000		10,000
9 Total Gen Govt Projects			217,956	234,390	15,000	595,110	1,062,456	1,062,456	0	1,062,456

## Fund 320 - Public Works Capital Projects

	Project		Source of Revenue					Source of Expenditures		
	CIP #	Note	Beg C&I	REET I I Trf In	Grants	Developer	Total Revenue	Expenditure	Trf Out	Total Expenditure
1 Gen Street Improvements	T1			30,000			30,000	30,000		30,000
2 Grant Matching	T2			40,000			40,000	40,000		40,000
3 Downtown Public Parking-Eng.	T8			25,000			25,000	25,000		25,000
4 Roberts Drive Rehabilitation	T12			29,000	450,000	46,000	525,000	525,000		525,000
5 232nd Ave SE Asphalt Overlay	T7	Update		30,000	170,000		200,000	200,000		200,000
6 Total PW Capital Projects				154,000	620,000	46,000	820,000	820,000	0	820,000

## WSFFA Partners - Fund 402 Capital Projects

	Project		Source of Revenue					Source of Expenditures				
	#	Note	Beg C&I		Grants	Partners	Total Revenue	Expenditure	Trf Out	Total Expenditure	Ending Fund Balance	Total Uses
1 WSFFA Deposit			70,000				70,000				70,000	70,000
2 Spring Source Rehab	W1	Update				3,190,000	3,190,000	3,190,000		3,190,000		3,190,000
3 Total WSFFA Projects			70,000	0	0	3,190,000	3,260,000	3,190,000		3,190,000	70,000	3,260,000

## Water Capital Projects - 404

	Project		Source of Revenue					Source of Expenditures				
	#	Note	Beg C&I	Trf In Wtr Res	Conn Chg/Int Inc	Trf in Wtr Op	Total Revenue	Expenditure	Trf Out	Total Expenditure	EFB	Total Uses
1 Water Comp Plan	W4	Carryover	95,000				95,000	95,000		95,000		95,000
2 Fire Flow Loop/N Comm	W2			72,500			72,500	72,500		72,500		72,500
3 4.3 Mil Gal tank Mtc	W3			35,000			35,000	35,000		35,000		35,000
4 Asbestos Wtr Main-Study	W5			1,200			1,200	1,200		1,200		1,200
5 SCADA System Imp	New			77,323			77,323	77,323		77,323		77,323
6 Water Capital Reserve Fund			351,970		63,072	125,000	540,042		186,023	186,023	354,019	540,042
7 Total Water Capital Projects			446,970	186,023	63,072	125,000	821,065	281,023	186,023	467,046	354,019	821,065

## Sewer Capital Projects - 408

Project		Source of Revenue					Source of Expenditures				
#	Note	Beg C&I	Trf In RII	Loan Repay	Int & Conn Chg	Total Revenue	Expenditure	Trf Out	Total Expenditure	EFB	Uses
1 Cedarbrook Eng		0	35,000			35,000	35,000		35,000		35,000
2 PW Shop Fence & Gates		20,000	40,000			60,000	60,000		60,000		60,000
3 PW Fac Improvements			25,000			25,000	25,000		25,000		25,000
4 Sewer Capital Reserves		291,886		32,800	19,000	343,686		130,000	130,000	213,886	343,886
5 Total Sewer Capital Projects		311,886	100,000	32,800	19,000	463,686	120,000	130,000	250,000	213,886	463,886

## Stormwater Capital Projects - 410

Project		Source of Revenue					Source of Expenditures				
#	Note	Beg C&I	Trf In RII	State DOE Grant	K/C W/Q & Opp. Grant	Total Revenue	Expenditure	Trf Out	Total Expenditure	EFB	Uses
1 Covington Creek Culv-Eng					110,000	110,000	110,000		110,000		110,000
2 N. Com Pond K/C Opt Grant					80,000	80,000	80,000		80,000		80,000
3 N. Com Pond K/C W/Q Grant					243,643	243,643	243,643		243,643		243,643
4 N. Com Pond DOE Grant				676,357		676,357	676,357		676,357		676,357
5 Total Stormwater Capital Prj.			0	676,357	433,643	1,110,000	1,110,000	0	1,110,000	0	1,110,000

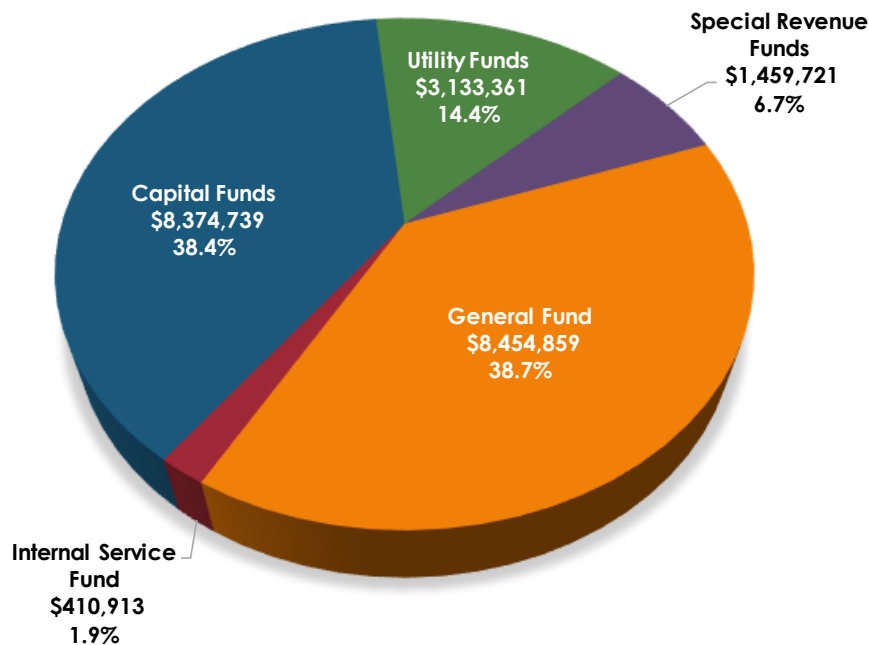


Phantom Orchid: a rare and beautiful plant found in deep soil and dark shade in PNW forests

## Combined 2019 Preliminary Budget - All Funds

	Beginning Fund Balance	2019 Revenue	Total Sources	2019 Expenditures	Ending Fund Balance	Total Uses
1 <b>General Fund 001</b>	1,366,173	7,088,686	8,454,859	7,182,798	1,272,061	8,454,859
2 <b>Special Revenue Funds</b>						
3 101 Street Fund	103,964	251,531	355,495	311,852	43,643	355,495
4 107 Fire Impact Fees	474,993	306,000	780,993	600,000	180,993	780,993
5 108 Trans. Benefit District Fund	4,728	120,500	125,228	120,000	5,228	125,228
6 109 Traffic Mitigation Fees	125,805	72,200	198,005	198,005		198,005
7 <b>Utility Operating Funds</b>						
8 401 Water Fund	378,871	1,056,150	1,435,021	1,133,111	301,910	1,435,021
9 407 Sewer Fund	119,776	1,063,500	1,183,276	1,104,596	78,680	1,183,276
10 410 Stormwater Fund	86,864	428,200	515,064	475,384	39,680	515,064
11 <b>Capital Funds</b>						
12 310 Gen. Government CIP Fund	217,956	844,500	1,062,456	1,062,456		1,062,456
13 and REET 1	176,516	253,500	430,016	234,390	195,626	430,016
14 320 Street CIP Fund		820,000	820,000	820,000		820,000
15 and REET 2	154,016	253,500	407,516	254,000	153,516	407,516
16 402 Water Supply and Facility Fund	70,000	3,190,000	3,260,000	3,190,000	70,000	3,260,000
17 404 Water Capital Fund	446,970	374,095	821,065	467,046	354,019	821,065
18 408 Sewer Capital Fund	311,886	151,800	463,686	250,000	213,686	463,686
19 410 Stormwater Capital Fund		1,110,000	1,110,000	1,110,000		1,110,000
20 <b>Internal Service Fund 510</b>	298,513	112,400	410,913	323,644	87,269	410,913
<b>Grand Total All Funds</b>	<b>4,337,031</b>	<b>17,496,562</b>	<b>21,833,593</b>	<b>18,837,282</b>	<b>2,996,311</b>	<b>21,833,593</b>

## Total Black Diamond 2019 Preliminary Budget



2019 Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Sewer Fund	Storm water Fund
<b>1 City Clerk</b>							
2 City Clerk/HR Manager	1.00		0.70		0.10	0.10	0.10
3 Administrative Assistant II	1.00		0.10		0.30	0.30	0.30
4 Deputy City Clerk	1.00		0.50	0.04	0.15	0.15	0.16
<b>5 Total City Clerk</b>	<b>3.00</b>		<b>1.30</b>	<b>0.04</b>	<b>0.55</b>	<b>0.55</b>	<b>0.56</b>
<b>6 Finance Department</b>							
7 Finance Director	1.00		0.70		0.10	0.10	0.10
8 Deputy Finance Director	1.00		0.72		0.09	0.10	0.09
9 Senior Accountant	1.00		0.60	0.04	0.12	0.12	0.12
<b>10 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>11 Information Technology</b>							
12 Information Service Manager	0.80	0.10	0.44	0.02	0.09	0.09	0.07
<b>13 Total Info Technology</b>	<b>0.80</b>	<b>0.10</b>	<b>0.44</b>	<b>0.02</b>	<b>0.09</b>	<b>0.09</b>	<b>0.07</b>
<b>14 Police Department</b>							
15 Police Chief	1.00		1.00				
16 Police Commander	1.00		1.00				
17 Sergeant	2.00		2.00				
18 Police Officers	5.00		5.00				
19 Police Records Coordinator	1.00		1.00				
20 Police Clerk	0.73		0.73				
<b>21 Total Police Department</b>	<b>10.73</b>		<b>10.73</b>				
<b>22 Municipal Court</b>							
23 Court Administrator	1.00		1.00				
24 Court Clerk	1.00		1.00				
<b>25 Total Court</b>	<b>2.00</b>		<b>2.00</b>				
<b>26 Community Development</b>							
27 Community Development Director	1.00		1.00				
28 Sr. Planner (Vacant)	1.00		1.00				
29 Building Official	1.00		1.00				
30 Permit Technician Supervisor	1.00		1.00				
31 Permit Technician	1.00		1.00				
<b>32 Total Community Development</b>	<b>5.00</b>		<b>5.00</b>				
<b>33 Master Dev Review Team (MDRT)</b>							
34 MDRT & Economic Dev Director	1.00	1.00					
35 Construction Inspector Supervisor	1.00	1.00					
36 Construction Inspector	1.00	1.00					
37 Senior Accountant	0.75	0.75					
<b>38 Total MDRT Review Team</b>	<b>3.75</b>	<b>3.75</b>					
<b>39 Facilities Department</b>							
40 Facilities Equipment Coordinator	1.00		0.80	0.05	0.05	0.05	0.05
<b>41 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>42 Public Works</b>							
43 Public Works Director	1.00		0.06	0.26	0.23	0.23	0.22
44 Capital Project/Program Manager	1.00			0.25	0.25	0.25	0.25
45 Administrative Assistant III (new)	1.00		0.15	0.25	0.35	0.15	0.10
46 Utilities Supervisor	1.00		0.05	0.23	0.24	0.24	0.24
47 Utility Worker	2.00		0.10	0.40	0.50	0.50	0.50
48 Utilities Operator	1.00		0.04	0.21	0.28	0.22	0.25
49 Seasonal Maintenance	0.33		0.15	0.07	0.07		0.04
<b>50 Total Public Works</b>	<b>7.33</b>		<b>0.55</b>	<b>1.67</b>	<b>1.92</b>	<b>1.59</b>	<b>1.60</b>
<b>51 Total Budget Positions (FTE's)</b>	<b>36.61</b>	<b>3.85</b>	<b>22.84</b>	<b>1.82</b>	<b>2.92</b>	<b>2.60</b>	<b>2.59</b>



Budgeted 2019 Positions	2019 Salary Schedule					
	BOLD = Filled Positions					
		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
✓	<b>Court Administrator</b>	5,891	6,159	6,427	6,694	6,962
	Court Clerk (hourly)	19.00	20.59	22.17	23.76	25.33
✓	<b>Court Clerk</b>	3,293	3,569	3,842	4,118	4,391
	Accounts Payable Clerk (hourly)	17.91	19.34	20.89	22.56	24.93
✓	<b>MDRT &amp; Economic Director</b>	7,498	7,899	8,301	8,703	9,104
	City Attorney	8,161	8,569	8,997	9,447	9,919
✓	<b>City Clerk/HR Manager</b>	7,498	7,899	8,301	8,703	9,104
✓	<b>Deputy City Clerk</b>	4,499	4,814	5,128	5,443	5,757
✓	<b>Finance Director</b>	7,498	7,899	8,301	8,703	9,104
✓	<b>Deputy Finance Director</b>	6,631	7,013	7,396	7,778	8,161
	Utility Clerk	3,213	3,481	3,749	4,017	4,284
✓	<b>Senior Accountant</b>	4,589	4,910	5,231	5,552	5,872
✓	<b>Senior Accountant (hourly)</b>	25.79	27.08	28.43	29.86	31.35
	Accountant 1 Journey (hourly)	16.61	17.43	18.30	19.22	20.18
✓	<b>Administrative Assistant 2</b>	3,294	3,568	3,843	4,117	4,392
	Administrative Assistant 1	2,356	2,544	2,731	2,919	3,106
✓	<b>Information Services Manager .8 FTE</b>	6,962	7,364	7,766	8,167	8,569
✓	<b>Police Chief</b>	10,236	10,585	11,008	11,287	11,692
✓	<b>Police Commander</b>	9,194	9,514	9,794	10,074	10,398
✓	<b>Police Sergeant</b>	8,292	8,757	-	-	-
✓	<b>Police Officer</b>	5,037	5,645	6,255	6,863	7,440
✓	<b>Police Records Coordinator</b>	4,499	4,814	5,128	5,443	5,757
✓	<b>Police Clerk (hourly)</b>	16.56	18.16	19.70	20.88	22.96
	Police Clerk	2,870	3,148	3,415	3,619	3,980
✓	<b>Facilities Equipment Coordinator</b>	4,499	4,814	5,128	5,443	5,757
	Human Resources Director	7,498	7,899	8,301	8,703	9,104
✓	<b>Community Dev/Nat Resources Director</b>	7,498	7,899	8,301	8,703	9,104
✓	<b>Permit Technician Supervisor</b>	5,891	6,159	6,427	6,694	6,962
✓	<b>Permit Technician</b>	4,499	4,814	5,128	5,443	5,757
	Permit Technician (hourly)	25.96	27.77	29.59	31.40	33.22
	Compliance Officer	4,499	4,814	5,128	5,443	5,757
✓	<b>Senior Planner</b>	5,355	5,622	5,903	6,198	6,508
	Planner	4,499	4,814	5,128	5,443	5,757
	MDRT Planner (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
✓	<b>Building Official</b>	6,962	7,364	7,766	8,167	8,569
	Parks Department Director	7,498	7,899	8,301	8,703	9,104
✓	<b>Public Works Director</b>	7,498	7,899	8,301	8,703	9,104
✓	<b>Utilities Superintendent</b>	6,962	7,364	7,766	8,167	8,569
✓	<b>Construction Inspector Supervisor</b>	6,962	7,364	7,766	8,167	8,569
✓	<b>Construction Inspector</b>	5,570	5,892	6,213	6,534	6,855
✓	<b>Public Utilities Operator</b>	4,949	5,034	5,133	5,231	5,330
✓	<b>Capital Projects Program Manager</b>	5,355	5,622	5,903	6,198	6,508
✓	Public Works Administrative Asst. 3	4,250	4,463	4,686	4,920	5,167
✓	<b>Utility Worker-Facility/Eq/Utility Worker</b>	3,406	3,735	4,064	4,394	4,745
	Utility Worker Seasonal (hourly)	13.24	13.90	-	-	-



## CITY OF BLACK DIAMOND

### 2018 Calendar for 2019 Budget Meetings

*As Passed by Resolution 18-1253*

	Process	Work Study	City Council	State Law Limitations
1	Budget CALL: Budget requests and instructions go out to all departments			By Sept 10
2	Estimates to be filed with Finance/ City Clerk			By Sept 24
3	<u>Special Meeting</u> Workstudy 6pm - CAO provides Council with current info on Revenue from all sources as adopted in 2018 Budget, provides the Clerk's proposed Prelim 2019 Budget for General Fund and 2019 Budget totals for all funds including debt service.	Sept 27		October 1
4	City Clerk Submits to CAO the proposed prelim budget setting forth the complete financial program			October 1
5	Workstudy Meeting 5:30 - General Fund Budget REV and EXP for Public Safety, Community Development, Parks etc.	Oct 18		Oct 16 - Nov 15
6	<u>Special Meeting</u> - Workstudy - Public Works Budgets for REV and EXP for Street, Water, Sewer, Stormwater, REET I&II and Gen Govt, Utilities, Capital Projects and Debt Service.	Oct 25		Oct 16 - Nov 15
7	Mayor prepares Preliminary Budget and message and files with Council and Clerk		Nov 1	Nov 1
8	City Clerk publishes notice of Public Hearing on 2019 Budget and filing of Preliminary Budget - once a week for two consecutive weeks			Nov 1 - Nov 20
9	<u>Special Meeting</u> - Public Hearing on Revenue Sources including possible increases in Property Tax.		Nov 8	Oct 16 - Nov 15
10	Copies of Preliminary Budget made available to the public		Nov 15	Nov 15
11	Preliminary 2019 Budget Document ready. City Council holds 1 <sup>st</sup> Public Hearing on 2019 Budget		Nov 15	Nov 1 - Nov 30
12	Adopt Property Tax 2019, forward to King County by 11/30/2018		Nov 15	Nov 30
13	<u>Special Meeting</u> - Final Budget Hearing on 2019 Budget		Dec 3	Dec 3
14	File Final Property tax worksheet and Ordinances with King County			Dec 3
15	City Council adopts Final 2019 Budget and submits to State Auditor and Association of Washington Cities		Dec 3 or 6	Dec 31