

ORDINANCE NO. 197

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, ADOPTING A BUDGET FOR THE CITY OF WOODINVILLE, WASHINGTON, FOR THE YEAR 1998; SETTING FORTH THE ESTIMATED REVENUES AND APPROPRIATIONS.

WHEREAS, a preliminary budget has been filed with the City Clerk as required by law; now, therefore,

THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The budget of the City of Woodinville, Washington for the year 1998, a copy of which is on file in the Office of the City Clerk, is hereby adopted by this reference, in the aggregate total of estimated revenues and appropriations for all funds combined of \$22,215,881.

Section 2. The totals of estimated revenues and appropriations for each separate fund, as set forth herein, are:

General Fund	\$7,039,326
Street Fund	\$1,163,316
Arterial Street	\$1,946,409
Contingency	\$ 473,143
Mitigation	\$ 835,439
Debt Service	\$ 500,057
Capital Project	\$ 707,838
Special Capital Project	\$ 936,795
Capital Street Reserve	\$2,916,285
Capital Surface Water Reserve	\$1,102,510
Capital Construction Fund	\$2,263,256
Real Property	\$ 22,865
Civic Center	\$ 325,000
Surface Water Management	\$1,260,144
Equipment Rental	\$ 122,000
Equipment Replacement	\$ 221,998
Unemployment Reserve	\$ 29,500
Wilmot Trust	\$ 350,000

Section 3. The Clerk is directed to transmit a certified copy of this ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations and to the Association of Washington Cities.

Section 4. Effective date. This ordinance shall be effective five (5) days after publication of an approved summary consisting of the title to this ordinance.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8TH DAY OF DECEMBER, 1997.

APPROVED:



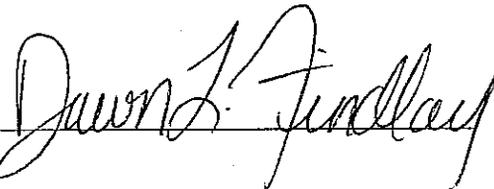
Robert R. Miller, Mayor

ATTEST/AUTHENTICATED:

By: 

Sandra Steffler
City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

By: 

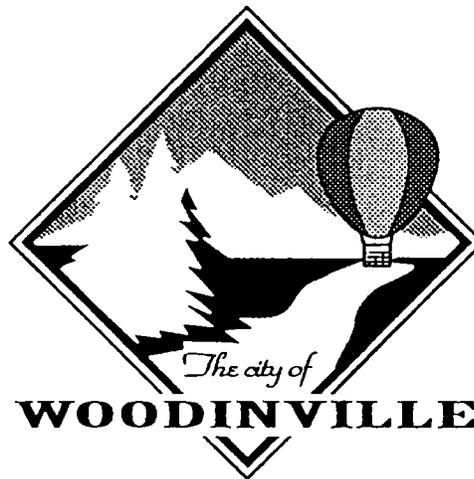
FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 197



City of Woodinville
1998 Final Budget

CITY OF WOODINVILLE

Incorporated March 31, 1993
Population 10,130



"Citizens, business and local government;
a community commitment to our future."

ELECTED OFFICIALS

Don Brocha, Mayor

Scott Hageman, Deputy Mayor

Robert Miller

Marsha Engel

Barbara Solberg

Carol Bogue

Randy Ransom

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Budget Message/Overview

DATE: November 6, 1997
TO: Mayor and City Council
FROM: Roy G. Rainey, City Manager
SUBJECT: 1998 Proposed City Manager's Budget



Introduction

1997 has been a year of change for the City of Woodinville in many respects, beginning with the resignation of City Manager Joe Meneghini early in the year, his replacement in October, and concluding with the third municipal election since incorporation of four City Council members in November. Two City Council members who have served since incorporation chose not to seek re-election and will retire. They carry with them grateful thanks and appreciation for their interests, efforts and contributions from Woodinville's citizens and City staff.

1997 continued the process of maturation of the City of Woodinville. While the City still finds itself doing some things for the first time, we are also beginning to repeat certain actions with increasing frequency. We also find the need to review goals, policies and actions to determine whether or not we are accomplishing our expectations, and whether or not those original expectations are still appropriate.

1998 Activity

1998 will see completion of several major tasks which the City has undertaken in previous fiscal years. Among such tasks are:

Grace Annexation

Acquisition of (hopefully), or saving for purchase of the Sorenson property or another suitable City Hall site.

Completion and Start-up of the TRF Pacific Downtown Woodinville Project

Downtown Traffic Access and Circulation Study and Design

Construction of Wilmot Park and the Woodinville Valley Trails Project.

If we faced no other tasks than these, then our resources and our staff would be taxed to the limit in successfully pursuing this ambitious agenda of projects and activities. But there are other pressing matters to consider, and they will not wait for responses which might better suit our convenience at another time.

Administration/Finance

The fiscal condition of the City continues to be satisfactory relative to municipal operations and the delivery of services of the present scope and level to Woodinville's citizens and visitors. The tax base continues to expand as recent growth comes on line for assessment and payment of property taxes, and as sales taxes increase. But growth also is continuing at an accelerated pace, which requires municipal responses well in advance of the generation of those new revenues. While our financial future continues to look very bright, there is a growing need for "up-front" revenues to match our tremendous private sector investment in new growth and development.

As we have discussed during the past year, the failure of public investment to keep pace with private investment translates into a decreasing quality of life. More and more frequently we hear residents complaining about this degradation of the quality of their lives - primarily in terms of the increasing traffic congestion and the shortage of parks, recreation areas, bicycle and pedestrian amenities, trees, and diminishing access to streams and open space.

Proposition 47 has just been approved by the voters, and will have a marked effect on the City and its financial capabilities, particularly when our population exceeds 10,000. At that point it will become more difficult to increase property taxes in an amount which will permit the City to meet the demands of growth and new development. Until we reach 10,000 population we will retain some of the flexibility we have enjoyed in the recent past. But the opportunity is short-lived as we can expect to exceed the 10,000 population limit in 1998.

Capital projects, including Wilmot Park Construction, Woodinville Valley Trail, and all proposed street improvements will depend entirely upon existing reserve funds and grants in the 1998 Budget. Reserve funds will see a sharp decline in year-end carryover balances at the end of Fiscal 1998, and will not continue to accrue as rapidly in the future as they have in the past.

With the dedication of the admission tax to parks and recreation acquisition, a start has been made to satisfy some of those demands, but it is obvious that if such projects as Wilmot Park were to be included, these funds would be inadequate. We therefore recommend that the exclusion of entertainment activities in the Tourist Overlay District from taxation be rescinded in order to provide sufficient revenue for parks and recreation acquisition and development into the long-term future.

As we have discussed on several previous occasions, **public investment is not keeping pace with the rate of private investment in Woodinville - in fact, it is not even coming close.** King County Executive Ron Sims and County Councilwoman Louise Miller continually remind us that newly incorporated cities in King County have not developed the financial resources which are necessary to accomplish the goals and objectives, or to provide the services, which were proponents offered as justification for incorporation. Growth and development pressures and increasing demands for municipal services far exceed the current rate of tax resource increases and inflation to meet the demands for street and intersection improvements, bike and pedestrian ways, and to alleviate other traffic deficiencies.

I have submitted a revised list of Woodinville's goals and objectives as I hear them articulated. That list should serve as a "reality check" between what the Council would "like", and what it actually faces. It should be readily apparent that taken either individually or collectively, it is a list of projects which will require far more revenue than the City either currently collects, or can reasonably anticipate from today's revenues. Council can no longer postpone the difficult choice to either raise revenues to solve the growing list of municipal problems, or to continue to ignore the future and choose, instead, to keep the tax rate down and expect the quality of life in Woodinville to decline. The City Council simply cannot do both.

The proposed 1998 Budget is balanced at a tax rate of \$1.60 per thousand of assessed value. Capital projects are anticipated to come entirely from reserve funds and grants. You will note that all of the projected ending balances for 1998 are declining. Obviously, we are living off the "fat" of past surpluses, a trend which obviously can continue only until fund surpluses are exhausted.

The Finance Director has projected that an increase in the tax rate to \$1.73 per thousand of assessed valuation will produce additional revenue of approximately \$135,000 per year. This amount, if bonded, will permit a **total** capital project capacity of approximately \$1,500,000, an amount insufficient even to retire debt on the Sorenson complex, much less provide capacity for any additional capital projects.

So it becomes obvious that the City needs a dedicated capital revenue source for the Arterial Street Fund in the magnitude of \$400,000 to \$500,000 annually in order to meet the capital street requirements which it can reasonably anticipate today. The staff recommends that a utility tax in the amount of 5% is the only source which will provide the revenue necessary to meet the current projected capital demands over the long term. A utility tax is the "fairest" revenue source available to the Council in that it is based entirely upon use, and is applied to all users without exemptions. If such a source is implemented, it is proposed that the Council could accurately commit to retaining the \$1.60 property tax rate for municipal operations, including street maintenance, for the term of the 1998 Council.

Community Development

Heavy plan review and Permit Center activity is anticipated by the Community Development Department as TRF elements come on line, decisions are made on the 177th Street development, and the Grace neighborhood begins to develop. Mandated reviews and updates of GMA related plans and projects will continue to require much of existing Departmental resources.

Department goals and objectives will be considerably reduced in number during 1998 in order to better prioritize and focus on imminent community impacts. That prioritization will be specifically directed to:

- General Business District Development Plan
- Stream Corridor Studies and Plans
- Tourist District Master Plan
- Grace Neighborhood Development Plan (Assuming Annexation)

Available resources require that we end the practice of (like hermit crabs) simply adding to the Department load those goals, objectives, and planning projects which have not been accomplished as budgeted and scheduled. Emphasis will be placed on meeting goals and objectives and completing planning projects as scheduled.

Executive

Several interdepartmental programs will be consolidated under the oversight authority of the City Manager and the Executive Department during 1998 in order to apply interdisciplinary resources to certain municipal activities and services. These programs include:

Consolidation and integration of all computer programs and hardware capabilities

Intergovernmental Relations

Coordination of all digital mapping and base data collection and storage

Oversight and integration of Development and Permit Review procedures and systems

Coordination of interdepartmental projects such as Stream Corridor planning, and traffic access and circulation studies and plans, facility development plans, and area economic development and planning programs

Parks and Recreation

Major tasks of the Department during 1998 will be to complete financing, contracting and construction supervision for Wilmot Park development and the Woodinville Valley Trails projects.

The Parks and Recreation Department will continue to increase recreation opportunities to serve citizens wherever possible.

Permit Center

The consolidation of permit review, approval, and monitoring has worked very effectively and very successfully in the case of large projects such as TRF Pacific, Burnstead's development, and Brittany Park; any one of which had the potential to overwhelm our capabilities. But the level of building and development activity became so high that the original "team" concept for monitoring projects was abandoned. During 1998 we propose to return to that "team" approach for "start-to-finish" review and approval of projects. We believe that interdepartmental "teams" assigned to each project will improve the service provided by the City to developers and contractors, and will minimize opportunity to "lose" information or documents and continuity in the review and approval process.

We are reviewing the current plan for contracting vs. staffing for several building department positions during the high demand period of TRF construction, and have determined to continue contracting until such time as we return to a "normal" inspection

load. If development activity continues at the present level, it appears that additional permanent staff may be justified. However, that decision can be made later with more accurate information than is presently available.

Class 2 certification which the Permit Center received in 1997 will have a positive effect on insurance rates for every building constructed in Woodinville during the next five years. That certification indicates that the Permit Center has reached a high level of effectiveness as determined by its peers. The Center will continue those policies and programs which have contributed to this rating, and expand services wherever possible to better serve the development and building industries. Implementation of the new permit tracking software program should also improve the efficiency and effectiveness of services.

Police Services

Police Services continue under contract with King County as has been the case for the past several years. However, with a restructuring of services for which we have paid but which have proven to be of lesser demand and value in recent experience, and a slight increase in costs, we will be able to obtain 24 hour coverage during 1998. This additional coverage will increase protection for life and property, and will permit us to better utilize increased administrative overhead for which we contracted in 1997. We will also be in a position to move forward with the development of our Community Policing and crime prevention programs.

Attempts are under way to minimize our time-consuming involvement in cost accounting and budgeting for police services, and for contract oversight which should make our relationship with King County Police services even more efficient in the future.

Public Works

The greatest challenge facing the Public Works Department will be to accommodate to the increased traffic demands which access to TRF will impose upon the City. TRF is mitigating traffic impacts within and adjacent to its immediate development area. But the City will be challenged to assure convenient access to the project and to the remainder of downtown Woodinville.

Engineering and planning studies are under way to determine the feasibility of developing 177th Street as an arterial access to the TRF project, and also for access around the remainder of the downtown area. These studies will take the form of a Traffic Access and Circulation Study for the Downtown Business District, and will be integrated with the Downtown Master Plan. If appropriate, preliminary design of required street improvements will occur in 1998.

Street and intersection improvements are being planned for the 177th and 175th @ 131st Avenue intersections to increase the flow of traffic and to reduce congestion at these two pressure points, the main entry to the City.

Construction will occur in 1998 on the 156th Pedestrian Path, on the 160th intersection, and on improvements for safety and efficiency of streets and intersections throughout the City.

Conclusion

There will be no shortage of activity during the coming year. In addition to the projects and activities outlined in this memorandum, each Department has prepared a more detailed representation of specific goals, objectives and activities in appropriate sections of the 1998 Budget document. And it can be assumed that each Councilmember has a list of priorities or activities of particular interest or concern.

The Mayor and City Council can expect increasing demands for their time in responding to the mandated requirements imposed upon them for consideration of "regional" governance and finance matters, for intergovernmental service contracting considerations, for cooperative activities with State, County and local governmental entities, and for participation in educational and informational activities such as those sponsored by the Association of Washington Cities and other similar groups. The staff is available and eager to assist the Mayor and Council in preparing for and meeting these demands by providing assistance and information.

But it must be remembered that the resources of the City of Woodinville do not begin to compare with those of our larger municipal counterparts. So, it becomes exceedingly important that we all focus on priorities which are of highest importance and greatest benefit to the citizens of the City of Woodinville, and schedule those matters ahead of the demands for attention to the problems of other entities or other interests, no matter how noble the alternative causes may appear, or how tempting it may be to want to extend beyond the scope of our authorities and responsibilities.

Concluding Comments

The 1998 Final Budget, approved by the City Council on December 8, 1997, has a new format, structured to give users a clearer picture of the financial plan for 1998. Included are year end actual numbers for revenue and expenditures, and a new section, Appendices, to offer materials used in the development of the budget, and tools, such as a glossary and a list of acronyms, to assist with using the document. The Final Budget is a planning tool, a template for City business in 1998, that will be visited and revisited throughout the year to address the needs of our community.

The development of the budget is a collaborative process, and my thanks to the Department Directors, most importantly their staff, who have provided the basis for the budget. A special thanks to Sandra Steffler, City Clerk, Jean Yi, Staff Accountant, Karin Roberts and Dawn Pickard, Administrative Assistants, for their untiring efforts in developing, revising, compiling, and editing the document. To produce such a document in house is a remarkable accomplishment.



Jim Katica
Interim City Manager

Revenue/Expenditure Summaries

Revenue Summary: Sources of Revenue for the 1998 Budget

The 1998 budget shows a beginning balance of just over 10 million dollars for all funds, \$9.6 million in “new” revenue, and \$2.8 million in money being transferred from one fund to another. A detail of revenue by fund type follows.

General Fund Revenue

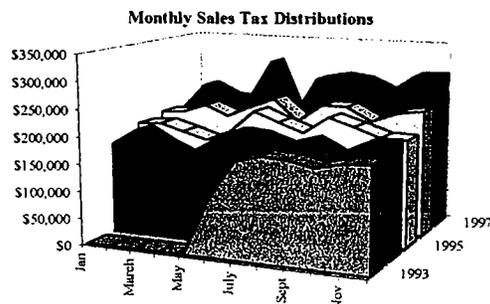
The General Fund has many sources of revenue, as shown on the spreadsheet in the revenue detail section of the budget. The spreadsheet shows 1997 budgeted, year end actual, and 1998 budget. A short description of the sources follows.

Sales Tax

The largest percentage of General Fund revenue is derived from taxes. Sales tax revenue provides Woodinville with 40% of all revenue. Woodinville has seen an average of 10% increases in sales tax revenue over the last three years, due to a strong retail base and considerable construction activity. With the development of the TRF project, sales tax is expected to continue this trend over the next three years.

50% of sales tax revenue is attributed to retail sales, 20% from construction related activities, with manufacturing, services and all other categories at about 10% each.

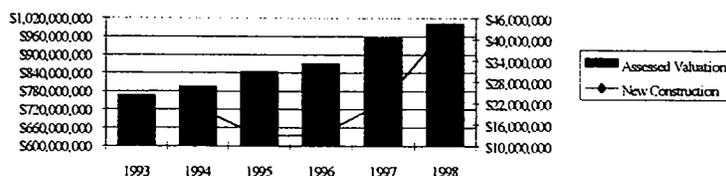
The following graph shows monthly sales tax distributions since incorporation.



Property Tax

The City has maintained a property tax rate of approximately \$1.60 per thousand dollars of assessed value for the last four years. With an assessed valuation of just over one billion dollars, the City has the authority to raise the rate to about \$2.08.

Assessed Valuation / New Construction



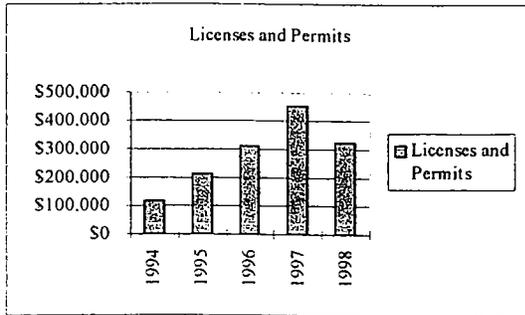
1998 assessments for all taxing districts are as follows:

1998	
State School	\$3.51138
County	\$1.85109
Port	\$0.26466
Fire	\$1.19461
Hospital	\$0.43418
Library	\$0.60036
N/S Park and Rec.	\$0.05715
City	\$1.60
Northshore School Dist.	\$5.86384
Total	\$15.37727



Licenses & Permits

Licensing and permitting activity is anticipated to decrease from the level of activity experienced in 1997, when the City received approximately \$450,000 in revenue. The 1998 forecast of \$325,000 reflects the completion of permitting activity associated with the downtown construction projects.



Intergovernmental

Intergovernmental revenue includes grant revenue associated with the General Fund, such as Commuter Trip Reduction grants, recycling and Growth Management Act grants. The largest source of intergovernmental is in the form of state shared revenue, which is money distributed by the state to the cities on a per capita basis. Included are revenue from liquor sales and a portion of motor vehicle excise tax.

Charges for Services

Plan checking fees and the overhead charges to the Surface Water Fund represent most of the revenue associated with charges for services.

Fines & Forfeitures

Traffic and parking fines have remained quite steady and will account for about \$40,000 in General Fund revenue.

Miscellaneous

Interest on investments and donations from private sources (for example, the fireworks donations) represent nearly all of the revenue received in the miscellaneous account.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of taxes or other revenues which must be used for specific purposes.

The City of Woodinville has five Special Revenue Funds: the Street, Arterial Street, Contingency, Mitigation, and the Admission Tax Park Capital Fund. The **Street Fund** receives about \$241,000 from gas tax and licensing fees, with \$500,000 in transfers from the General Fund, a small amount of interest income, and the balance of revenue from the expected beginning fund balance. The **Arterial Street Fund** will receive about \$73,000 from gas tax, and the balance is grant (\$175,000) and transfers from the Mitigation Fund (\$510,000) and Street Reserve Fund (\$300,000). The **Mitigation Fund** receives assessments from developers for specific projects. The **Admission Tax Park Capital Fund** will receive most of its revenue from the tax established by the Council in May, 1997. The majority of the revenue will come from the theater that opened in early 1998. The **Contingency**, as recommended by the Finance Committee, has revenue set aside for unforeseen expenses and will have revenue from interest income. Early in 1998, the Council authorized the Contingency Fund to lend capital to the Capital Construction Fund to help with the additional costs to build Wilmot



Park. The Fund will be repaid from admission tax revenue in future.

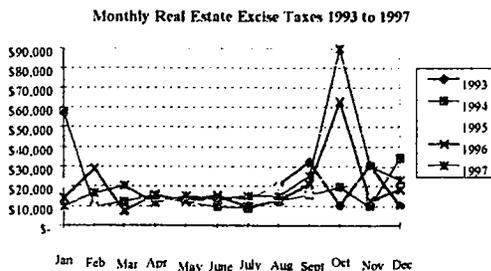
Debt Service Fund

Budgeted for 1998 is a \$500,000 General Fund transfer to pay the debt service costs from existing and anticipated councilmanic bonds. The City has no General Obligation bonds outstanding.

Capital Funds

The number of capital funds, separate accounts for the acquisition or development of capital facilities, has grown to 8: the **Capital Project, Special Capital Project, Street Capital Project, Surface Water Capital Fund, Real Property, Capital Construction, Civic Center, and the 177th Street Construction Fund.**

The Capital and Special Capital Project funds will each receive revenue from a 1/4% real estate excise tax (REET). Woodinville has levied two 1/4% real estate excise taxes. Each 1/4% should yield \$180,000 in revenue. The history of real estate excise taxes are illustrated in the line graph below. Large spikes in revenue usually denotes an apartment building or other large commercial property being sold.

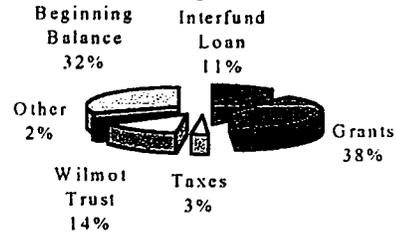


Street and Surface Water Capital funds will only have interest income for a revenue source, and the Real Property Fund will receive a small amount of

revenue from the leasing of property that was purchased from Brittany Park.

The Capital Construction Fund is forecasted to receive \$921,000 in grants and mitigation for the two main projects scheduled for 1998: Wilmot Park and the Woodinville Valley Trail. The fund will also receive approximately \$75,000 from admission tax, \$100,000 and \$350,000 from transfers from a Capital Project Fund and the Wilmot Trust, respectively, and an additional \$50,000 from other contributions, possibly "in kind".

1998 Sources of Revenue: Parks Projects



The beginning balance of \$767,000 in the Capital Construction Fund is largely from REET money transferred from the Capital Project Funds in 1997.

The Civic Center Fund was established to set aside money for the operating costs associated with the purchase and maintenance of the Sorenson school site. Revenue received from a General Fund transfer.

Woodinville established a utility tax to help with the reconstruction costs associated with 177th Street. The tax begins in June, 1998, and will sunset with the completion of the project and payments for all outstanding costs,



including debt service. 1998 revenue is anticipated to be about \$200,000.

Enterprise Funds

The City of Woodinville has one enterprise fund, the **Surface Water Management Fund**. Enterprise funds are different from other funds in that operational costs are recovered through user charges, very much like a private business. Surface water assessments, collected by the County and remitted to the City are identical to King County rates. In 1998, the City is expected to receive approximately \$780,000 in surface water assessments.

Internal Service Funds

The City has three Internal Service Funds: the Equipment Rental, Equipment Replacement, and Unemployment Reserve Funds.

The **Equipment Rental Fund** receives revenue from the operating budgets of the various departments that use equipment from the "pool". The City currently has 4 trucks, two vans, and one automobile in the Equipment Rental Fund. Rates are charged to the operating funds to cover the costs of gas, repairs, and for the replacement of the vehicle at the end of its useful life.

The **Equipment Replacement Fund** receives money from the General Fund to replace fixed assets not covered by the Rental Fund. Revenue to the replacement fund is transferred from the General Fund

The **Unemployment Compensation Fund** is a reserve that is used to pay unemployment claims against the City.

Trust Fund

Woodinville has one trust fund, the Wilmot Trust. The trust fund was established to receive donations for the development of Wilmot Park.

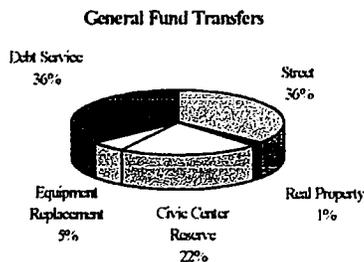


Expenditure Summary: Uses of Revenue for the 1998 Budget

Expenditures for 1998 are recommended at about 12.7 million dollars for all operational costs and capital projects. A summary of expenditures by fund type follows.

General Fund Expenditures

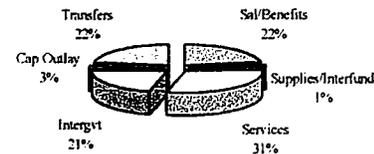
Eleven departments comprise the General Fund budget, and each will be considered in greater detail in the Expenditure detail section of the budget. The General Fund final budget has expenditures of \$6,628,491, of which \$180,880 is capital outlays. The largest department budget, at \$2 million, is the Non Departmental budget, with 1.5 million dollars transferring to other funds.



Included in the transfers is \$500,000 for street maintenance, and \$500,000 for debt service on both existing and anticipated councilmanic bonds. There is an additional \$300,000 set aside for the operational costs associated with the civic center, covering the basic costs of utilities and maintenance.

The graph below separates General Fund expenses into types: salaries and benefits, services, intergovernmental, capital outlay, supplies and interfund, and transfers.

General Fund Expenditures by Type



Services is seen as the largest cost of the General Fund, reflecting Woodinville's "contract city" status. Salaries and benefits are at \$1.5 million, and intergovernmental expenses are budgeted at \$1.4 million, the largest part of which is paid for police services.

Special Revenue Funds

The two major funds in this category are the Street (maintenance) and Arterial Street (construction) funds. Together, these two funds account for \$3,258,000 in expenditures, or about 25% of the \$12.67 million in expenditures. The Mitigation Fund will be transferring money to the Arterial Street Fund for specific projects, and the Contingency Fund has an interfund loan for parks construction. The Admission Tax Park Capital Fund will also transfer some revenue for parks construction.

Debt Service Fund

The City purchased property from Leisure Care, and financed the purchase with councilmanic bonds. Debt Service on these bonds is about \$145,000 per year. Budgeted for 1998 is an amount sufficient to cover the debt service that



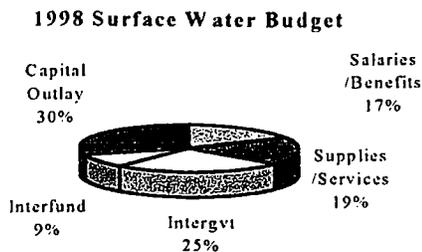
would be required if the purchase of the civic center is approved.

Capital Funds

Of the eight capital funds, five will have expenses associated with the 1998 budget. One will transfer REET money for park construction, another will transfer \$300,000 for street construction, the Capital Construction Fund will develop the Woodinville Valley Trail and Wilmot Park, the Real Property Fund will manage property purchased from Leisure Care, and the Civic Center Fund will manage the operating costs of the Sorenson School site, should the City purchase it. The 177th St. Construction Fund may incur preliminary engineering costs, but the largest expenses will likely come in the next few years.

Enterprise Fund

The Surface Water Maintenance Fund is our enterprise fund that assesses fees to cover the costs of the many surface water issues that face the City each year.



In 1998, capital costs are anticipated to be approximately \$342,000. Because of the beginning balance of \$460,000 the City will be able to pay for these costs without using the Surface Water

Reserve. Future capital costs will likely require fund transfers.

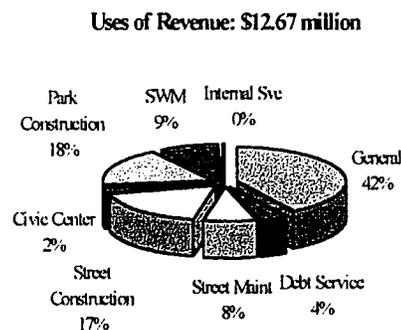
Internal Service Funds

The three internal service funds are used for equipment rental, equipment replacement, and a self-funded unemployment compensation fund. Expenses for the rental fund pay the costs of insurance, gas, and vehicle maintenance. The replacement fund pays the costs of capital equipment replacement.

Trust Fund

The Wilmot Trust fund will likely transfer all of its revenue to the construction fund for the development of Wilmot Park.

Total expenditures for all funds is \$12.67 million dollars and shown below broken into the major funds/uses.





Revenue
Detail – All Funds

General Fund Revenue

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$1,812,085	\$2,116,434	\$839,141
Taxes			
Property	\$1,524,000	\$1,531,290	\$1,602,000
Sales	\$2,970,000	\$3,084,602	\$3,124,000
Sales-Criminal Justice	\$142,000	\$167,135	\$175,000
Cable TV	\$50,000	\$60,982	\$68,000
Gambling	\$65,000	\$54,511	\$68,000
Subtotal Taxes	\$4,751,000	\$4,898,521	\$5,037,000
Licenses & Permits			
Building	\$217,000	\$401,639	\$229,000
Plumbing	\$25,000	\$20,550	\$11,500
Grading	\$3,000	\$780	\$900
Demolition	\$0	\$760	\$0
Mechanical	\$25,000	\$18,448	\$9,000
Fire Alarm	\$3,000	\$377	\$1,700
Sprinkler	\$4,000	\$1,571	\$1,400
Site Development	\$35,000	\$53,636	\$43,800
Animal	\$800	\$879	\$800
Right of Way Permit	\$20,000	\$39,697	\$26,200
Misc Permits & Fees	\$1,000	\$1,325	\$1,000
Subtotal Licenses & Permits	\$333,800	\$539,661	\$325,300
Intergovernmental			
State Grants	\$30,000	\$64,861	\$34,000
Camper Excise	\$2,894	\$2,806	\$2,994
MVET	\$116,467	\$120,757	\$122,055
Liquor Excise Tax	\$27,445	\$29,602	\$29,142
Liquor Board Profits	\$52,994	\$55,527	\$52,096
Motor Vehicle Crime Justice	\$42,200	\$46,416	\$41,667
Interlocal Grants	\$10,000	\$11,574	\$18,000
Miscellaneous Intergov. Revenue	\$0	\$4,022	\$0
Subtotal Intergovernmental	\$282,000	\$335,564	\$299,954
Charges for Services			
Dist/Muni Court Records	\$600	\$801	\$700
Sales of Publications	\$2,500	\$1,944	\$2,000
UFC Permit Fees	\$6,000	\$4,214	\$6,000
Overhead Charges (SWM)	\$86,036	\$86,036	\$96,831
Recreation Charges	\$0	\$10,002	\$8,000
Zoning & Subdivision	\$50,000	\$46,648	\$30,000
Plan Check Fee	\$200,000	\$335,133	\$268,400
Other Planning Fees & Chgs	\$100	\$236	\$1,000
Subtotal Charges for Services	\$345,236	\$485,013	\$412,931
Fines			
Traffic Infraction	\$30,000	\$19,617	\$25,000
Parking Infraction	\$6,000	\$4,633	\$6,000
Miscellaneous Fines & Forfeits	\$11,000	\$11,042	\$10,000
Other	\$1,000	\$516	\$0
Subtotal Fines	\$48,000	\$35,807	\$41,000
Miscellaneous			
Investment Interest	\$60,000	\$102,129	\$60,000
Sales Tax Interest	\$10,000	\$12,670	\$12,000
Donations from Private Sources	\$12,000	\$4,500	\$12,000
Other	\$400	\$9,707	\$0
Subtotal Miscellaneous	\$82,400	\$129,005	\$84,000
Total General Fund Revenue	\$7,654,521	\$8,540,005	\$7,039,326

Special Revenue Funds

STREET FUND

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$363,100	\$591,843	\$412,316
Intergovernmental			
Vehicle Licences	\$85,000	\$85,304	\$85,000
Gas Tax	\$153,500	\$154,673	\$156,000
Subtotal Intergovernmental	\$238,500	\$239,977	\$241,000
Miscellaneous			
Investment Interest	\$10,000	\$37,135	\$10,000
Non-Revenues			
Operating Transfer In (General Fund)	\$530,000	\$530,000	\$500,000
Street Fund	\$1,141,600	\$1,398,955	\$1,163,316

ARTERIAL STREET FUND

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$394,400	\$453,409	\$878,409
Intergovernmental			
Grants	\$573,000	\$283,353	\$175,000
Gas Tax	\$71,000	\$73,019	\$73,000
Subtotal Intergovernmental	\$644,000	\$356,372	\$248,000
Miscellaneous			
Contributions (Developer improvements)		\$139,536	
Investment Interest	\$10,000	\$48,004	\$10,000
Subtotal Miscellaneous	\$10,000	\$187,540	\$10,000
Other Financing Sources			
Transfer In (Mitigation)	\$60,000	\$66,391	\$510,000
Transfer In Street Reserve			\$300,000
Transfer In General Fund)	\$1,088,000	\$838,000	
Subtotal Other Financing	\$1,148,000	\$904,391	\$810,000
Arterial Street Fund	\$2,196,400	\$1,901,712	\$1,946,409

Special Revenue Funds

CONTINGENCY

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$423,000	\$423,143	\$445,143
Miscellaneous Investment Interest	\$22,500	\$23,764	\$28,000
Contingency Fund	\$445,500	\$446,907	\$473,143

MITIGATION

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$348,000	\$448,939	\$829,939
Charges for Services Mitigation	\$20,000	\$430,601	
Miscellaneous Investment Interest	\$15,000	\$35,979	\$5,500
Mitigation Fund	\$383,000	\$915,519	\$835,439

ADMISSION TAX PARK CAPITAL FUND

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$0	\$0	\$0
Taxes Admission Tax			\$50,000
Admission Tax Park Fund	\$0	\$0	\$50,000

Debt Service Fund

DEBT SERVICE FUND

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$0	\$0	\$57
Other Financing Sources			
Transfers In	\$225,000	\$45,080	\$500,000
Debt Service Fund	<u>\$225,000</u>	<u>\$45,080</u>	<u>\$500,057</u>

Capital Improvement Funds

CAPITAL CONSTRUCTION

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$9,500	\$2,367	\$767,000
Taxes			
Admission Tax			\$75,000
Intergovernmental			
Grants		\$46,244	\$893,756
METRO Mitigation			\$27,500
Subtotal Intergvt.		<u>\$46,244</u>	<u>\$921,256</u>
Miscellaneous			
Investment Interest		\$10,000	
Other Financing Sources			
Operating Transfer In (REET)	\$798,600	\$798,600	\$100,000
Operating Transfer In (Wilmot Trust)			\$350,000
Other Contributions		\$780	\$50,000
Other Financing Sources	<u>\$798,600</u>	<u>\$799,380</u>	<u>\$500,000</u>
Capital Construction Fund	<u>\$808,100</u>	<u>\$857,991</u>	<u>\$2,263,256</u>

REAL PROPERTY RESERVE

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$0	\$0	\$2,865
Miscellaneous			
Investment Interest		\$7,205	
Rental Income		\$11,949	
Other Financing Sources			
Operating Transfer In	\$1,650,000	\$1,660,662	\$20,000
Real Property Reserve Fund	<u>\$1,650,000</u>	<u>\$1,679,817</u>	<u>\$22,865</u>

Capital Improvement Funds

CAPITAL PROJECT

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$1,451,000	\$1,517,838	\$492,838
Taxes			
Real Estate Excise Tax	\$150,000	\$285,497	\$180,000
Miscellaneous			
Investment Interest	\$77,000	\$70,061	\$35,000
Capital Project Fund	\$1,678,000	\$1,873,396	\$707,838

SPECIAL CAPITAL PROJECT

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$801,000	\$872,795	\$717,795
Taxes			
Real Estate Excise Tax	\$150,000	\$285,497	\$180,000
Miscellaneous			
Investment Interest	\$42,000	\$45,843	\$39,000
Special Capital Project Fund	\$993,000	\$1,204,135	\$936,795

CAPITAL STREET RESERVE

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$2,247,000	\$2,252,285	\$2,797,285
Miscellaneous			
Investment Interest	\$119,000	\$136,003	\$119,000
Other Financing Sources			
Operating Transfer In	\$400,000	\$400,000	
Capital Street Reserve	\$2,766,000	\$2,788,288	\$2,916,285

SURFACE WATER CAPITAL RESERVE

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$1,245,000	\$1,322,210	\$1,036,510
Miscellaneous			
Investment Interest	\$66,000	\$74,338	\$66,000
Other Financing Sources			
Operating Transfer In	\$0	\$0	\$0
Surface Water Capital Reserve	\$1,311,000	\$1,396,548	\$1,102,510

Capital Improvement Funds

CIVIC CENTER FUND

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$0	\$0	\$0
Miscellaneous			
Investment Interest		\$23,781	\$25,000
Other Financing Sources			
Operating Transfer In	\$1,750,000	\$1,750,000	\$300,000
Civic Center Fund	\$1,750,000	\$1,773,781	\$325,000

177th STREET CONTRUCTION FUND

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$0	\$0	\$0
Taxes			
Utility Tax			\$200,000
177th Street Construction Fund	\$0	\$0	\$200,000

Surface Water Management

SURFACE WATER MANAGEMENT

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$420,000	\$564,422	\$460,144
Charges for Services			
Storm Drainage Fees & Charges	\$750,000	\$728,489	\$780,000
Miscellaneous			
Investment Interest	\$16,000	\$31,782	\$20,000
Intergovernmental Revenue			
Interlocal Grants		\$33,021	
Surface Water Management	\$1,186,000	\$1,357,713	\$1,260,144

Internal Service Funds

EQUIPMENT RENTAL

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$35,000	\$44,896	\$60,000
Miscellaneous			
Investment Interest	\$2,000	\$2,849	\$2,000
Other Financing Sources			
Operating Transfer In	\$18,342	\$18,342	\$18,955
Equipment Rental Fund Balance	\$55,342	\$66,087	\$80,955

EQUIPMENT REPLACEMENT

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$131,000	\$87,975	\$150,000
Miscellaneous			
Investment Interest	\$7,000	\$7,040	\$8,000
Other Financing Sources			
Operating Transfer In	\$60,000	\$60,000	\$70,000
Equipment Replacement Fund	\$198,000	\$155,015	\$228,000

UNEMPLOYMENT COMPENSATION FUND

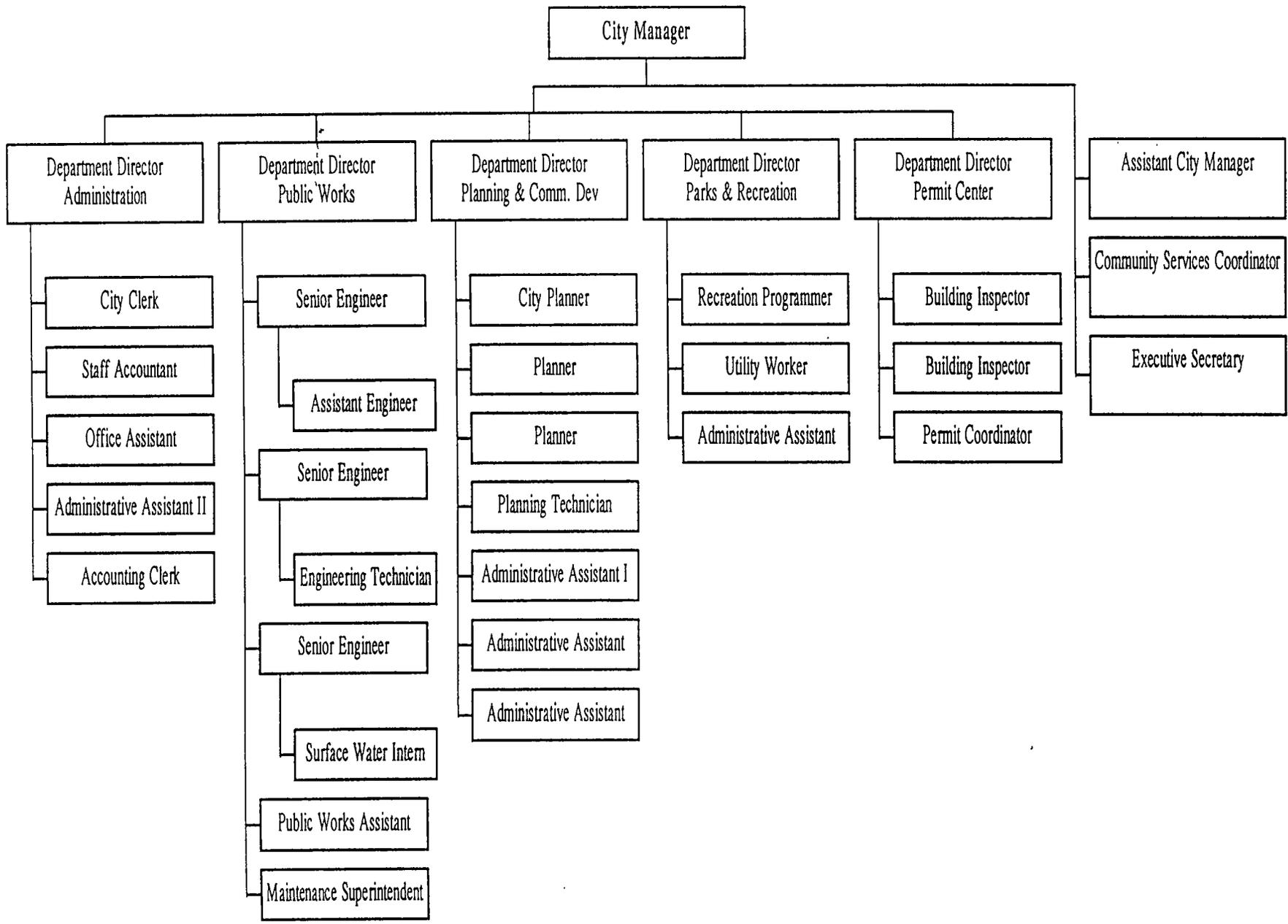
	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$18,000	\$19,084	\$29,500
Miscellaneous			
Investment Interest	\$1,000	\$1,414	
Other Financing Sources			
Operating Transfer In	\$10,000	\$10,000	
Unemployment Fund	\$29,000	\$30,498	\$29,500

Trust Fund

WILMOT TRUST FUND

	1997 Budget	Year End Actual	1998 Budget
Beginning Balance	\$45,000	\$45,039	\$200,000
Miscellaneous			
Contributions	\$455,000	\$213,679	\$146,000
Investment Interest	\$2,000	\$8,095	\$4,000
Wilmot Trust Fund	\$502,000	\$266,813	\$350,000

Expenditure Detail



General Fund

CITY COUNCIL

The City Council acts as the legislative arm of Woodinville's municipal government. The Council adopts ordinances and resolutions that establish the laws and policies to govern the city. The general powers and duties of the Council are provided the RCW Chapter 35.24.

In addition to the work done as a member of the Council, many councilmembers serve on committees or as Woodinville representatives to other agencies.

Capital Request: \$7,500 has been budgeted for the purchase of computers and related software for councilmembers' use.

CITY OF WOODINVILLE
1998 Final Budget

Council

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$34,800	\$34,800	\$34,800	\$34,800	\$34,800
Benefits	\$1,756	\$1,752	\$1,451	\$12,804	\$4,362
Supplies	\$367	\$1,300	\$391	\$1,641	\$1,500
Services	\$7,156	\$11,500	\$21,117	\$55,225	\$50,500
Capital Outlay	\$0	\$0	\$0	\$0	\$7,500
Department Total	\$44,079	\$49,352	\$57,759	\$104,469	\$98,662

EXECUTIVE DEPARTMENT

In addition to the overall administration of the City, the Executive Department also is directly responsible for all court services, human services, cable franchising, intergovernmental relations, regional issues, legislative tracking and computer administration.

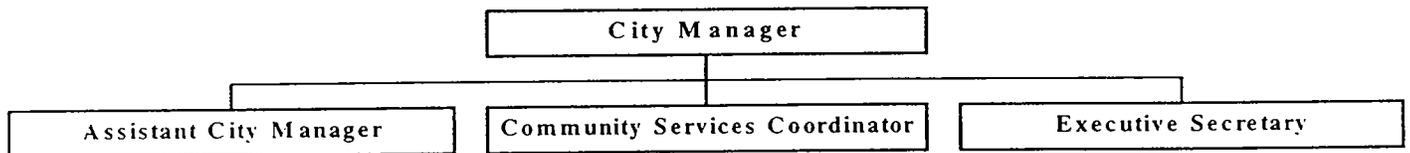
Staffing Changes: None recommended

Capital Requests: None recommended

Program additions or changes:

- Enhance the City-wide Personnel Management function which was moved to the Executive Department in 1997, including review and standardization of job descriptions and the provision of additional training.
- Increase the hours of computer support available at City Hall from 7 hours per week to 20 hours per week. This added capacity will be used to better address software and hardware problems within the staff, as well as manage the City's presence on the world wide web.

Proposed Organization Chart



CITY OF WOODINVILLE
1998 Final Budget

Executive
Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$70,700	\$113,404	\$138,831	\$211,010	\$220,581
Benefits	\$14,449	\$22,688	\$29,030	\$43,452	\$56,346
Supplies	\$200	\$850	\$559	\$2,578	\$6,000
Services/Intergov. Svcs	\$6,280	\$6,958	\$13,191	\$100,845	\$135,300
Capital Outlay	\$0	\$0	\$4,482	\$9,379	\$0
Interfund Payments	\$0	\$0	\$300	\$442	\$470
Department Total	\$91,629	\$143,900	\$186,393	\$367,707	\$418,697

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
City Manager	1	1	1	1	1
Assistant City Manager				1	1
Assistant to the City Manager		1	1		
Community Services Coordinator			1	1	1
Executive Secretary				1	1
Position Totals	1	2	3	4	4

LEGAL

The City of Woodinville contracts for legal services with Ogden Murphy Wallace. The attorneys with Ogden Murphy Wallace perform legal services for all legal matters as assigned or referred by the City. The budget for legal services includes attorney and staff time for specific services.

The City Attorney attends all regular and special meetings of the City Council, as requested by the City Manager.

The City Attorney will consult with staff or officials of the City when needed and prepare routine and legal research as required. Questions of counsel are on numerous subjects such as: Growth Management Act, SEPA, land use planning, bidding public works projects, fiscal / budget and contract language for various Departments.

Tasks include the preparation of ordinances and resolutions, drafting and review of all contracts or agreements to which the City is a party; acquisition of real property interests; legal services in connection with bond issues. If the City or one of its officials is a party in litigation, Ogden Murphy Wallace would represent the City.

CITY OF WOODINVILLE
1998 Final Budget

Legal

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Services	\$94,195	\$133,168	\$75,138	\$142,201	\$180,000
Department Total	\$94,195	\$133,168	\$75,138	\$142,201	\$180,000

LAW ENFORCEMENT

The City contracts for police services with King County. The contract provides all patrol and support services, including major investigations, SWAT, bomb, hostage negotiations, drug enforcement, and other services. For 1996, the City negotiated the contract to include four dedicated patrol officers with distinctive uniforms and car markings. These officers were assigned to the day shift and the evening shift with overnight coverage provided by regular King County officers. In 1997, the City added the services of an additional dedicated sergeant to handle the day to day operations and provide line supervision for the City officers.

The 1998 budget will reflect a continuation of the basic goals for 1997 with the addition of two new dedicated officers under the contract with King County. The following is a summary of programs and goals as they relate to the proposed 1998 budget:

Staffing Changes:

It is proposed that two additional dedicated officers be added to the City's police force. These two officers will bring the total police personnel to eight. This will allow us to change the hours of coverage to meet the demands of the City for all three shifts. It will also provide the needed coverage for the proposed Grace area and the TRF development. It is anticipated that the activities associated with the theater and other businesses in the TRF project will extend into the evening and early morning.

Capital Requests: None recommended

Program additions or changes:

The patrol laptop computer program is scheduled for upgrading in 1998. The officers will receive new laptops with the improved software and hardware to link them with the King County information system. This will also require some upgrades to the existing police computers at City Hall to enable the link with the County Wide Area Network and the State. The plan will eventually allow the officers to connect with both the County and State networks from the field or from the office.

The bicycle patrol program will be enhanced. The addition of two more dedicated officers will allow for the flexibility necessary to provide both patrol car and bicycle coverage at selected times. This allows rapid vehicle response for details that require a patrol car, and the benefits of bicycle patrol for industrial, retail, or recreation areas.

Special events have been very popular in the City. Each year brings bigger, better, and additional events. The 1998 budget provides funding for anticipated overtime costs for four City events. The use of volunteers and Reserve Officers will help reduce the overall costs, but the regular officers required for these events are paid with overtime funds. The City and the County have agreed that these costs will be paid by the City. These include the City Celebration/Parade, 4th of July fireworks, Pioneer Days, and the Holiday Festival lights.

CITY OF WOODINVILLE
1998 Final Budget

Law Enforcement

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Supplies	\$0	\$850	\$1,794	\$2,384	\$5,000
Services	\$0	\$912	\$5,167	\$8,664	\$28,000
Intergovernmental	\$813,265	\$751,920	\$914,047	\$958,696	\$1,227,000
Capital Outlay	\$0	\$0	\$9,106	\$4,103	\$5,000
Department Total	\$813,265	\$753,682	\$930,114	\$973,846	\$1,265,000

COURT SERVICES

The Court budget includes the following services: public defense, municipal court, prosecuting attorney, jail services, prisoner transport, and domestic violence court-based advocate.

Court Services Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Supplies	\$0	\$0	\$0	\$0	\$0
Services	\$47,514	\$79,819	\$97,571	\$99,231	\$110,000
Intergovernmental	\$29,943	\$72,855	\$62,629	\$102,166	\$129,000
Department Total	\$77,457	\$152,674	\$160,200	\$201,397	\$239,000

ADMINISTRATIVE SERVICES

Administrative Services provides general administration, and the functions of the City Clerk, and Treasury.

Administration:

Administration includes responsive public reception for City Hall, contract/mail processing, invoice/legislative tracking, claims for damages, personnel services and computer assistance. Customer Action Requests are processed through this Division. Some of the services provided include distribution of accident reporting forms, mail-in voter registration and general City information. Notarial services, requests for public records and pet licensing are offered.

City Clerk's Division:

The City Clerk's Division is responsible for the maintenance of all essential, historical and official public records for the City. The actions and decisions of the City Council are documented in official minutes of Council proceedings. Responsibilities include the preparation of Council meeting packets, legal noticing requirements, codification of the Woodinville Municipal Code and drafting ordinances and resolutions.

Financial Services Division:

The Financial Services Division provides service support for both internal and external customers. The Division is accountable for the preparation and administration of the City's annual operating budget and financial statements. Cash/investment management, purchasing, payroll, accounts payable and receivable are accomplished within this Division.

Staffing Changes:

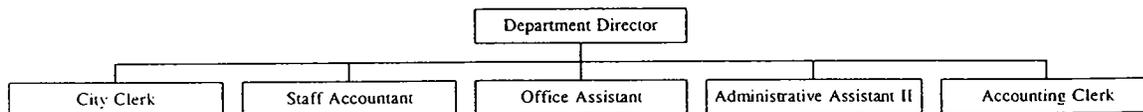
Like the 1997 budget, funds are included in the 1998 budget for an accounting clerk position. This position is intended to spearhead any business registration or licensing program, if implemented by the City, and would only be filled at such time.

Capital Requests: None Requested

Program additions or changes:

The 1998 Budget includes money for the continuing development of the Records Retention program. Critical records will be microfiched and stored off site.

Proposed Organization Chart



CITY OF WOODINVILLE
1998 Final Budget

Administrative Services

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$153,551	\$142,345	\$166,959	\$183,386	\$224,525
Benefits	\$36,114	\$35,682	\$40,412	\$42,978	\$68,407
Supplies	\$2,622	\$2,659	\$3,164	\$4,722	\$3,200
Services/Intergov. Svcs	\$19,024	\$30,395	\$35,078	\$40,665	\$67,154
Capital Outlay	\$0	\$1,017	\$3,078	\$5,230	\$6,800
Interfund Payments	\$1,500	\$1,500	\$1,500	\$885	\$704
Department Total	\$212,811	\$213,598	\$250,191	\$277,865	\$370,790

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
Finance Director				1	1
City Clerk/Treasurer	1	1	1		
Staff Accountant		1	1	1	1
City Clerk				1	1
Deputy City Clerk		1	1		
Accounting Clerk	1				
Administrative Assistants	3.2	1.6	2	2	1
Office Assistant					1
Position Totals	5.2	4.6	5	5	6

COMMUNITY DEVELOPMENT

The Department of Community Development (DCD) provides ongoing quality customer service to the Woodinville community while focusing on implementing the goals and policies of the City's Comprehensive Plan. It is the mission of the DCD Staff to provide pleasant, competent service to all and to carry out the goals and policies of the City Council and the Comprehensive Plan in order to help achieve the citizen's vision for the City of Woodinville. A primary job of the Department is the accurate and consistent application of the City's land use codes, such as SEPA (environmental), Zoning Code, Subdivision Code, Shoreline Master Plan, and Design Principles. Every development project that takes place in the City first goes through a Community Development Department environmental and technical review to assure compliance with the City's land use codes as well as the Comprehensive Plan. The Department facilitates the development permitting process providing interface between the public and private sectors through the administration of various Citizen Advisory Panels (CAPs) and the Technical Review Committee (TRC).

Staff activity is divided into three divisions: Long-range Planning; Current Planning; and Administration. Long-range Planning efforts focus primarily on the development and adoption of the Comprehensive Plan and Master Plans for specific areas of the City and amendments to the land use codes to implement the Comprehensive Plan in compliance with the State Growth Management Act. In addition to processing land use applications and building permits, Current Planning Division activities involve the implementation of programs for Design Review, Tree Board and Sign Code Compliance programs, and compliance with the State mandated regulatory reform measures pursuant to ESHB 1724. The Administration Division coordinates and administers the Planning Commission, Tree Board and Hearing Examiner Programs, the consultants who support these programs, and the eight member DCD Staff.

Staffing Changes:

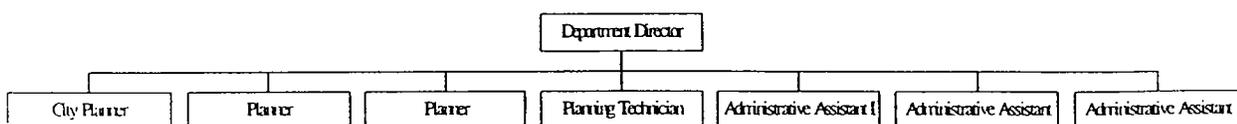
No changes in the numbers of positions is requested, although some employees are decreasing the number of hours worked, while others are increasing the hours.

Capital Requests: None requested.

Program additions or changes:

In 1998, the Department of Community Development will continue to process permits and implement various aspects of the Comprehensive Plan. It is anticipated that as the TRF project comes on line, other major development projects in downtown, the new General Business District and the Grace Town Neighborhood will generate a significant amount of permit processing activity for the Current Planning Division. A major milestone for DCD will be the final design and construction of the Joint Affordable Housing Project just north of downtown. DCD will be working in concert with the Public Works and Parks Departments in the development of the Woodin Creek Corridor Plan and the continued implementation of the Tourist District Master Plan. Putting together the Downtown Master Plan will be a major undertaking of both the DCD Staff and Planning Commission next year (1998). Likewise, the Tree Board with the support of DCD Staff will be working on the implementation of the Community Forestry Plan, Arbor Day events and the Tree City USA Program. Other significant programs budgeted for 1998 include: expansion of the Design Principle to address industrial and multi-family development; further implementation of the City's Housing Strategy Plan; and initiation of a Historic Landmark Program. As in past years, DCD will also be responsible for refinement and testing of the City's Emergency Response and Recovery Program.

Proposed Organization Chart



CITY OF WOODINVILLE
1998 Final Budget

Community Development

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$111,029	\$208,714	\$230,029	\$258,444	\$251,181
Benefits	\$25,500	\$49,062	\$57,642	\$65,398	\$78,033
Supplies	\$2,904	\$3,794	\$4,845	\$3,483	\$4,120
Services	\$237,802	\$259,204	\$199,590	\$142,821	\$254,708
Capital Outlay	\$418	\$7,042	\$13,768	\$13,259	\$6,880
Intergovernmental	\$0	\$4,484	\$1,780	\$6,425	\$6,210
Interfund Payments	\$0	\$3,600	\$600	\$885	\$815
Department Total	\$377,653	\$535,900	\$508,254	\$490,715	\$601,947

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
Community Dev. Director	1	1	1	1	1
City Planner	1	1	1	1	0.50
Planners		1.75	2	2	2
Planning Technician		1	1	1	1
Permit Coordinator	0.50				
Permit Clerk	0.25				
Administrative Assistants		1.5	1.5	1.98	2.44
Position Totals	2.75	6.25	6.5	6.98	6.94

PERMIT CENTER

The Permit Center is responsible for issuing and inspecting construction related permits. In addition to building, plumbing, mechanical and other permits related to buildings, the Permit Center permits and field inspects private site development and public right-of way improvements. The Permit Center offers single location contacts for construction related activities.

If pre-permit application review is needed, the department will arrange for the permit applicant to meet with other city departments. Pre-permit review meetings are held weekly. King County Health Department provides permits and inspections related to food services and on-site septic systems. The City contracts with the Woodinville Fire and Life Safety district to provide Fire Marshal services. The Fire Marshals' office works in conjunction with the Permit Center. If permits are needed for fire extinguishing systems, fire alarms, hazardous materials management, field inspections or annual commercial fire inspections, contacting the Permit Center will direct your request to the Fire Marshals' office. Most code enforcement is managed by the Permit Center.

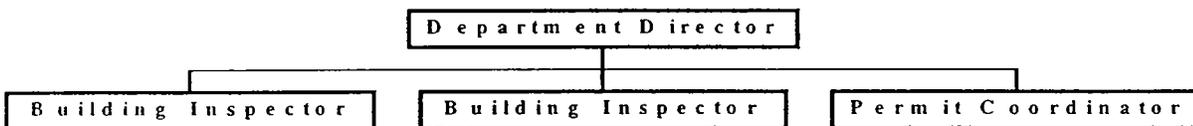
Staffing Changes:

No change in the full time permanent positions is recommended, but one contract position has been reduced in the budget. The contract staff include three administrative staff, a civil engineer and a civil field inspector. Additionally, consultants are used to perform plan review, structural engineering, fire and mechanical engineers and special inspectors for concrete tests and landscaping.

Capital Requests:

A new permit tracking software was purchased in 1997. Funds for addition functions for this system are included in the 1998 budget. Other software is also proposed in 1998. Additionally, funds are included for an additional small truck for the inspectors.

Proposed Organization Chart



CITY OF WOODINVILLE
1998 Final Budget

Permit Center
Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$55,600	\$122,390	\$187,322	\$186,711	\$201,348
Benefits	\$14,253	\$30,503	\$44,447	\$45,297	\$57,979
Supplies	\$3,338	\$2,554	\$9,484	\$7,053	\$11,110
Services	\$108,036	\$168,344	\$342,112	\$402,850	\$382,592
Capital Outlay	\$0	\$15,399	\$36,778	\$26,796	\$40,000
Interfund Payments	\$2,350	\$2,350	\$4,800	\$6,974	\$7,852
Department Total	\$183,577	\$341,540	\$624,943	\$675,682	\$700,881

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
Permit Center Director				1.00	1.00
Building Official	1.00	1.00	1.00		
Senior Engineer	0.50	0.50	0.50	0.50	0.50
Building Inspector		1.00	2.00	2.00	2.00
Permit Coordinator	0.50				1.00
Permit Clerk	0.25	1.00	1.00	1.00	
Administrative Assistant		0.34	0.34		
Position Totals	2.25	3.84	4.84	4.50	4.50

PUBLIC WORKS

This particular portion of the general fund is for the administrative and management function of the Public Works Department. This function provides for the department management, capital facilities management, budgeting, development of the CIP, policy development, administration of service contracts, the expenses of consultant contracts that may not be assigned to either the street or surface water management fund and management of those consulting contracts, field risk management, and intergovernmental coordination. The department also manages data management (i.e. traffic accident reports, infrastructure inventories, CAR tracking, mitigation payments, etc.), approval of the Public Works Department expenditures, developing utility and street use franchises, writing of professional services contracts, public communication, drafting of staff reports, and ordinances.

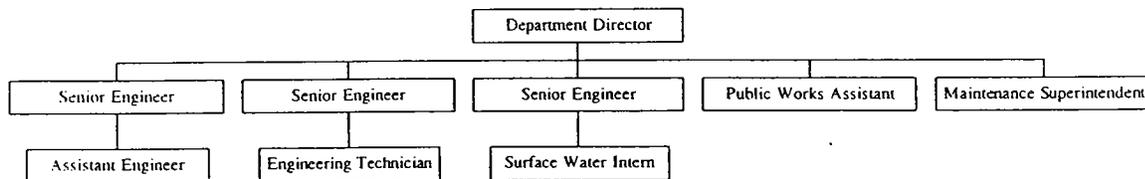
The Public Works Department is evolving with Woodinville's continued development and growth. The department is transitioning from full dependence on King County to the City providing road and surface water management. In the future, we will depend less upon King County to provide these services and more upon in-house staff and private vendors.

The Public Works Department is responsible for the maintenance, operation, planning, and construction of transportation and drainage of the public infrastructure. In addition, Public Works approves private and public utility development and impacts on the City's rights of way.

Program addition or changes:

- Use the Pavement Management System to select streets for overlay and repair in 1999.
- Provide a clean environment through recycling programs that meet the needs of our single-family, multi-family, and businesses communities.
- Develop shared funding with King County, Bothell and METRO for a regional transit system. Work with the Executive and Parks Departments to increase use of the shuttle service in 1998.
- Apply for any and all grants (BESTEA, TIB, PFP, CCWF, and Transit) that become available for projects that are identified within the CIP or meet the City's goals and plans.
- Improve efficiency and communication by utilizing new technologies to produce computer generated presentations and visual aids.
- Coordinate with the City of Bothell, King County, Snohomish County and Regional Agencies on infrastructure planning, and grant applications.
- Promote Woodinville's important role in regional and local transportation projects and plan.
- Assess impacts of development and changing traffic patterns.
- Assess Public Works organization needs.

Proposed Organizational Chart



CITY OF WOODINVILLE
1998 Final Budget

Public Works

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$66,753	\$62,627	\$37,243	\$60,462	\$60,677
Benefits	\$13,671	\$13,231	\$9,811	\$14,607	\$16,644
Supplies	\$1,390	\$9,522	\$2,859	\$3,904	\$7,000
Services	\$29,327	\$29,499	\$34,738	\$90,565	\$87,995
Capital Outlay	\$0	\$5,802	\$4,104	\$10,137	\$12,800
Intergovernmental	\$864	\$9,205	\$1,574	\$3,751	\$0
Interfund Payments	\$3,600	\$3,600	\$1,500	\$750	\$153
Department Total	\$115,605	\$133,486	\$91,829	\$184,176	\$185,269

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
Public Works Director				0.50	0.50
Public Works Admin.	0.50	0.25	0.25	1.00	0.80
Senior Engineer		0.50			
Public Services Assistant	1.00	1.00	1.00		
Administrative Assistant					
Position Totals	1.50	1.75	1.25	1.50	1.30

PARKS AND RECREATION DEPARTMENT

The budget for 1998 Parks and Recreation will reflect the dynamic situation which exists in both the development of facilities and recreation programming. There are two major features of the budget request that make it significantly different from the 1997 budget; (1) The department is moving from planning facilities to maintaining facilities, and (2) the department will launch the first full year of direct service recreation programs in 1998.

Program additions or changes:

- A larger portion of the 1998 budget will be designated for professional maintenance service and janitorial contracts. Facilities include Woodin Creek Park, Wilmot Gateway Park, Woodinville Valley Trail, Woodinville Heights Neighborhood Park, and Stonehill Park.
- The City will begin to rent both Woodin Creek and Wilmot Park which will generate some revenues.
- The addition of a Teen Commission and Arts Commission will be pursued
- Woodin Creek Urban Stream Master Plan Implementation.
- Bicycle Community program will encourage installation of bike racks throughout the City.

Despite the lack of certainty about the Sorenson site, the recreation programs will remain flexible and mobile. Additional recreation programs include:

- Production of quarterly City Recreation Guides in conjunction with Bothell and King County using the Northshore School District printing facilities if feasible.
- Phone registrations for city produced rec. programs.
- Goal of recovering 30% of program costs through fees.
- Increased rentals of school facilities with a focus on programs for teens, families, and the elderly.

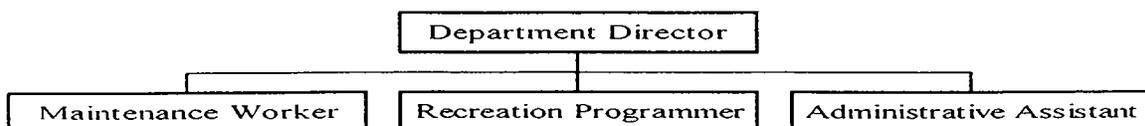
Staffing Changes:

In addition to larger maintenance contracts, the 1998 budget will contain a provision for one additional FTE for a maintenance worker. Additionally, the Recreation Programmer position is proposed to increase from part time to full time. The use of summer interns is planned to continue.

Capital Requests:

The capital requests include expenditures for items associated with the start-up costs associated with recreation programs, including the addition of a van to facilitate greater mobility of recreation programs and funds to outfit the van with seats and ramps for moving equipment and people. This van would also be the primary park maintenance vehicle. Other needs include upgrading computers and adding another work station and printer to be shared for recreation registration and maintenance worker and mobile sports equipment for programs.

Proposed Organization Chart



CITY OF WOODINVILLE
1998 Final Budget

Parks and Recreation

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$0	\$18,664	\$31,893	\$97,369	\$150,361
Benefits	\$0	\$4,196	\$6,902	\$22,107	\$45,592
Supplies	\$0	\$174	\$1,496	\$10,924	\$19,968
Services	\$0	\$71,603	\$135,893	\$210,822	\$276,059
Capital Outlay	\$0	\$7,022	\$67,202	\$26,055	\$41,900
Intergovernmental	\$0	\$0	\$217	\$15,526	\$5,900
Interfund Payments	\$0	\$0	\$200	\$380	\$1,070
Department Total	\$0	\$101,659	\$243,803	\$383,184	\$540,850

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
Parks & Rec Director					1.0
Public Services Assistant		0.4	0.7	1.0	
Recreational Programmer				0.5	1.0
Summer Intern				0.1	
Administrative Assistant				1.0	1.0
Maintenance Worker		0.1			1.0
Position Totals		0.5	0.7	2.6	4.0

NON-DEPARTMENTAL

The Non Departmental Account is used for those expenditures that are not clearly associated with any one department, or are of a general nature. Examples of goods and services that benefit all departments would include general office supplies, postage and maintenance contracts. Non departmental also pays the costs of human service grants to agencies that provide services to Woodinville citizens, and general liability insurance provided by Washington Cities Insurance Authority.

The largest expenditures associated with non departmental are the fund transfers, including thransfers for street maintenance, debt service, and civic center. For 1998, this represents \$1,490,000 down from \$2,463,600 in 1997.

CITY OF WOODINVILLE
1998 Final Budget

Non-Departmental

Department Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Supplies	\$12,348	\$20,879	\$14,388	\$25,855	\$21,400
Services	\$73,623	\$189,442	\$261,917	\$316,521	\$434,600
Capital Outlay	\$46,974	\$61,869	\$37,041	\$41,303	\$60,000
Intergovernmental	\$72,783	\$68,093	\$36,989	\$31,309	\$24,006
Debt Service	\$239,080	\$4,814	\$0	\$0	\$0
Other Financing Uses	\$978,000	\$1,560,409	\$1,992,834	\$2,952,680	\$1,490,000
Department Total	\$1,422,808	\$1,905,506	\$2,343,169	\$3,367,667	\$2,030,006

Special Revenue

STREET

The Street Fund supports the efforts of the City to operate and maintain its street system. Associated with these functions, the Public Works Department continues to move forward to improve the way citizens are able to move in and around Woodinville safely and on a clean and aesthetics pleasing roadway system. This is provided by the following:

1. Projects and studies to relieve traffic congestion.
2. Improve traffic flow with capital projects.
3. Pavement Preservation Program using overlays, seal coat, patching, and crack sealing.
4. Signal and street light operations repairs and upgrades.
5. Development of database systems for traffic accident records and traffic counts.
6. Install/replace signs, pavement markings, and other devices to improve safety/traffic flow.
7. Manage landscaping maintenance for city rights-of-way.
8. Snow removal program.
9. Day-to-day coordination with maintenance contract providers.
10. Right-of-way utilities coordination and permits.
11. Review of development impacts on our transportation system.
12. Develop and manage parking and transportation plans for city wide events.

This fund supports the efforts of the Traffic Engineers and CAD Technician, to address transportation and safety issues, and partially funds our maintenance superintendent and summer temporary help to maintain our transportation system. The expense of contracted services for landscaping maintenance, pavement preservation, and traffic signals and street light operation and maintenance are part of this fund.

Program additions or changes:

- Utilize information from the Pavement Management System to design street overlays in 1999.
- Develop a Pedestrian Path Improvement Program to identify safety needs and improvements.
- Explore and develop innovative solutions to neighborhood traffic control requests.
- Employ an Engineer Technician to conduct road surveys, conduct inhouse designs for capital projects and special engineering plans. Provide assistance in drafting visual aids.
- Install residential street light improvements as demands and needs are identified.
- Enhance and expand the City's Road Maintenance Improvement list to include proactive programs in 1998.
- Improve the franchise permit approval process and coordinate utility companies working in the public right of way.
- Evaluate expanding the TransportationCitizens Advisory Panel into a full time Public Works Board.

CITY OF WOODINVILLE
1998 Final Budget

Streets
Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$39,458	\$46,134	\$99,606	\$114,990	\$159,223
Benefits	\$9,234	\$10,346	\$22,519	\$27,109	\$41,580
Supplies	\$2,684	\$2,028	\$5,106	\$3,346	\$10,400
Services	\$66,630	\$85,527	\$113,398	\$129,035	\$226,440
Capital Outlay	\$9,177	\$0	\$0	\$0	\$36,150
Intergovernmental	\$343,113	\$295,058	\$309,211	\$339,415	\$579,000
Interfund Payments	\$1,650	\$1,650	\$1,650	\$4,500	\$3,958
Other Financing Uses	\$310,000	\$0	\$0	\$0	\$0
Fund Total	\$781,946	\$440,743	\$551,490	\$618,394	\$1,056,751

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
Public Works Director					0.25
Public Services Administrat	0.25	0.25	0.25	0.25	
Public Services Assistant	0.5	0.3			0.10
Maintenance Superintendent					0.50
Senior Engineer/Engineer			1.25	1.25	
Design Engineer					0.75
Traffic Engineer					0.50
Assistant Engineer					0.50
Technician					0.60
Public Works Coordinator			0.45	0.45	
Maintenance Worker	0.25	0.45			
Temporary Summer Help				0.5	1.50
Position Totals	1	1	1.95	2.45	4.70

ARTERIAL STREETS

The Arterial Street Fund supports all of the costs associated with the development, planning, design, obtaining of rights-of-way, and construction of street improvement projects. The Public Services Department pursues any and all grants that become available to support construction of projects that have been identified within the City's Capital Improvement Program.

Program additions or changes:

- Update the Transportation Element of the Comprehensive Plan with 2020 volume forecasts, deficiency identification, and costs
- Improve traffic flow in and around the Commercial Business District. Design and construct capacity at:
 1. 177 Place NE/139 Ave NE (Little Bear Crk Rd)
 2. NE 177 Pl (133 W/S Rd)
 3. Signal Interconnect
 4. SR202/SR522
 5. SR202/127 intersection
 6. 133 Ave NE (172-175)
- Improve traffic operations and safety along Woodinville-Duvall Rd. Design and construct left turn pockets and shoulder improvements to add capacity at:
 1. Woodinville-Duvall Road/160th Avenue NE
 2. Woodinville-Duvall Road/152nd Avenue NE
- Design and construct pedestrian path improvements
 1. 131 Ave NE pedestrian signal.
 2. 156 Ave NE Ped path.
- Design and construct capacity improvements for traffic flow in and around the Tourist District area:
 1. SR202/NE 148
 2. SR202(148-127)
- Design safety and capacity improvements for traffic flow in the Kingsgate area:
 1. NE 143/132 Signal
 2. 124 Ave NE (146-160)

CITY OF WOODINVILLE
1998 Final Budget

Arterial Streets

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Services/Intergov. Svcs	\$138,183	\$85,667	\$97,111	\$271,148	\$765,000
Capital Outlay	\$133,317	\$11,482	\$320,175	\$374,905	\$1,100,000
Fund Total	\$271,500	\$97,149	\$417,286	\$646,053	\$1,865,000

SPECIAL REVENUE FUNDS

In addition to the Street and Arterial Street Funds., there are three other Special Revenue funds: the Contingency, Mitigation, and Admission Tax Park Capital Funds.

The **Contingency Fund** was established by the Council as a fund to be used for unspecified expenses and as a reserve for unforeseen needs. Although there are not anticipated expenditures in this fund at this time, Council may so designate appropriate expenditures during the budget year.

The **Mitigation Fund** receives mitigation payments from developers for shared costs of improvements. In the year the projects begins, the money received as mitigation payments is transferred to the appropriate construction fund, to pay the shared costs of the project. The Mitigation Fund will transfer \$510,000 to the Arterial Street fund for projects identified in the mitigation accounts and budgeted in the Arterial Street Fund for construction in 1998.

Established in 1997, the **Admission Tax Park Capital Fund** receives money from admission taxes, largely from the theater. Proceeds will be used for Wilmot Park, and to repay an interfund loan for Wilmot Park.

CITY OF WOODINVILLE
1998 Final Budget

Contingency
Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Services	\$0	\$8,096	\$0	\$1,000	\$0
Fund Total	\$0	\$8,096	\$0	\$1,000	\$0

Mitigation
Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Interfund Transfer	\$14,185	\$0	\$0	\$66,391	\$510,000
Fund Total	\$14,185	\$0	\$0	\$66,391	\$510,000

Admission Tax Park Capital Fund
Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Interfund Transfer	\$0	\$0	\$0	\$0	\$50,000
Fund Total	\$0	\$0	\$0	\$0	\$50,000

Debt Service

DEBT SERVICE FUND

The Debt Service Fund is used to pay the debt service (principal and interest) costs associated with bonds issued by the City. Currently, there are \$1.68 million in outstanding councilmanic bonds that were issued to purchase property from Leisure Care. There is sufficient money budgeted to pay the increased costs from the purchase of the Sorenson site.

Debt Service
Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Principal and interest	\$0	\$40,000	\$421,975	\$45,085	\$500,000
Fund Total	\$0	\$40,000	\$421,975	\$45,085	\$500,000

Capital Project



CAPITAL FUNDS

The City has eight capital funds: the Capital Project Fund, Special Project Fund, Capital Street Reserve, Real Property, Surface Water Capital, Capital Construction, Civic Center, and 177th St. Construction Fund.

The Capital Project Fund

Capital costs that can be funded from the first one quarter percent include 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; parks recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative and judicial facilities; river and/or waterway flood control projects. Maintenance expenditures are allowable.

In 1998, the fund will transfer \$100,000 to the Capital Construction Fund for the construction of Jerry Wilmot Park.

The **Special Capital Projects** may spend funds only on public works projects of a local government for planning, acquisition, construction, reconstruction, replacement, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks. There are no budgeted expenditures from this fund at this time.

The **Capital Street Reserve Fund** transfers money to the Arterial Street Fund for street construction projects. In 1998, this represents \$300,000.

The **Real Property Reserve Fund** has been used for the purchase of property for the City. For 1998, the fund will be used to cover the expenses of managing the undeveloped property purchased from Leisure Care. The largest cost associated with this will be for the demolition of the structures on the property.

The **Surface Water Capital Reserve Fund** has transferred money to seed the future capital projects associated with surface water issue, but there are no projects budgeted from this source for 1998.

The **Capital Construction Fund** is used for accounting for large park projects. In 1998, the Fund will develop Wilmot Park and the Woodinville Valley trail.

The **Civic Center Fund** will pay the costs of operating the Sorenson school site if purchased by the City.

The **177th Street Construction Fund** was established to account for the revenue from the recently imposed utility tax and to track project costs for the reconstruction of 177th St. The fund is anticipated to have larger expenditures in future years, and the 1998 budget will be for very preliminary costs.

CITY OF WOODINVILLE
1998 Final Budget

Capital Improvement

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Interfund Transfer	\$0	\$0	\$0	\$1,104,000	\$100,000
Fund Total	\$0	\$0	\$0	\$1,104,000	\$100,000

Special Capital Improvement

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Capital Outlay	\$0	\$0	\$0	\$375,000	\$0
Fund Total	\$0	\$0	\$0	\$375,000	\$0

Capital Street Reserve

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Interfund Transfer	\$0	\$0	\$0	\$0	\$300,000
Fund Total	\$0	\$0	\$0	\$0	\$300,000

CITY OF WOODINVILLE
1998 Final Budget

Real Property

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Professional Services	\$0	\$0	\$0	\$10,875	\$22,500
Land Purchase	\$0	\$0	\$0	\$0	\$0
Department Total	\$0	\$0	\$0	\$10,875	\$22,500

Surface Water Capital Reserve

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Capital Outlay	\$0	\$0	\$0	\$0	\$0
Department Total	\$0	\$0	\$0	\$0	\$0

Capital Construction

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Services	\$1,664,932	\$0	\$102,790	\$134,656	\$132,200
Capital Outlays	\$0	\$0	\$0	\$2,568	\$2,121,108
Interfund	\$0	\$0	\$0	\$333	\$0
Other Financing Uses	\$0	\$466,302	\$0	\$0	\$0
Department Total	\$1,664,932	\$466,302	\$102,790	\$137,557	\$2,253,308

CITY OF WOODINVILLE
1998 Final Budget

Civic Center
Fund Summary

	1997 Actual	1998 Budget
Supplies	\$0	\$5,000
Services	\$0	\$220,000
Capital Outlay	\$0	\$40,000
Department Total	\$0	\$265,000

177th Street Construction Fund
Fund Summary

	1997 Actual	1998 Budget
Other Services	\$0	\$200,000
Department Total	\$0	\$200,000

Enterprise

SURFACE WATER MANAGEMENT

The Surface Water Management Fund is an enterprise fund which supports all activities associated with our storm water utility. An enterprise fund means that it is an independent operating fund, which has its own source of revenue (utility fees) which must be balanced against its own expenses.

This **fund** supports the Public Works effort for:

1. Review, oversight, and variance review for site development storm water issues.
2. Addressing water quality, flooding, and fisheries issues with citizens and businesses. Staff representation for the Sammamish Basin Forum.
4. Storm Water educational programs.
5. Coordination with both King and Snohomish counties and other agencies regarding surface and storm water issues.

This fund partially supports the efforts of the Maintenance Superintendent, Utility Laborer, Senior and Assistant Engineers and temporary summer help in addressing design, maintenance, operation, and response to stream and storm drainage issues. The expenses for storm water capital improvements, contracted services to maintain the City's storm system, inspect privately owned storm water detention and water quality treatment systems, the cost of utility billing, and Woodinville's overhead cost are included in this fund.

Program additions or changes:

- Prepare a Surface Water Utility Plan to identify existing facilities, system deficiencies, correction costs and capital improvement plan.
- Revise the King County SWM contract to provide the engineering expertise by a Woodinville Surface Water Engineer and to increase the City's role in maintenance and inspection of storm water facilities.
- Design and construct comprehensive solutions to sedimentation and flooding caused by Woodin Creek and Trib 090.
- Continue to expand the successful UGLY pond program into Woodinville neighborhoods.
- Increase the level of water quality monitoring and "baseline" information on streams and rivers in Woodinville
Provide technical expertise to the City's "Urban Stream Team" in developing a master plan for improvements and stream habitat protection within the Woodin Creek drain basin.
- Participate with regional agencies and forums to protect and enhance our watersheds and riverways.
- Provide educational assistance and outreach to the public through the Sammamish Splash, Charity Car Wash program and other resource programs.

Staffing changes:

A surface water engineer, and a partial allocation of an engineering technician are new positions proposed for 1998.

CITY OF WOODINVILLE
1998 Final Budget

Surface Water Management

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Salaries	\$39,458	\$40,645	\$56,582	\$57,850	\$152,816
Benefits	\$9,235	\$9,687	\$12,507	\$13,488	\$39,463
Supplies	\$1,068	\$1,589	\$3,559	\$959	\$4,450
Services	\$1,319	\$15,559	\$28,437	\$73,203	\$209,100
Capital Outlay	\$8,696	\$2,869	\$19,160	\$297,030	\$342,000
Intergovernmental	\$114,116	\$128,144	\$182,136	\$312,589	\$281,527
Interfund Payments	\$1,650	\$1,650	\$61,720	\$90,536	\$100,765
Other Financing Uses	\$512,600	\$533,798	\$150,000	\$0	\$0
Department Total	\$688,142	\$733,941	\$514,101	\$845,655	\$1,130,121

Position Summary	Actual 1994	Actual 1995	Actual 1996	Actual 1997	Proposed 1998
Public Works Director					0.25
Public Services Administrator	0.25	0.25	0.25	0.25	
Public Works Assistant	0.5	0.3	0.3		0.10
Maintenance Superintendent					0.50
Public Works Coordinator			0.45	0.45	
Utility Laborer					0.40
Senior Engineer/Engineer			0.25	0.75	0.25
Surface Water Engineer					1.00
Assistant Engineer					0.50
Interns (part time)					1.50
Maintenance Worker	0.25	0.45			
Position Totals	1	1	1.25	1.45	4.50

Internal Service

INTERNAL SERVICE FUNDS

The City of Woodinville has three Internal Service Funds: the Equipment Rental Fund, Equipment Replacement Fund, and the Unemployment Compensation Fund.

The **Equipment Rental Fund** is used to pay for the operating costs of the vehicles (currently five, soon to grow to seven) and to set aside enough money for their replacement at the end of their serviceable lives.

The **Equipment Replacement Fund** is a “sinking” fund that will be used to replace all other capital equipment, other than vehicles, when it becomes necessary to do so.

The **Unemployment Compensation Fund** has been set up to pay for unemployment claims against the City.

CITY OF WOODINVILLE
1998 Final Budget

Equipment Rental

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Supplies	\$1,434	\$2,055	\$2,784	\$3,007	\$4,000
Services	\$791	\$6,027	\$3,316	\$3,183	\$8,600
Department Total	\$2,225	\$8,082	\$6,100	\$6,190	\$12,600

Equipment Replacement

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Department Total	\$0	\$0	\$0	\$9,959	\$20,000
Department Total	\$0	\$0	\$0	\$9,959	\$20,000

Unemployment

Fund Summary

	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Budget
Claims	\$0	\$6	\$468	\$620	\$1,000
Department Total	\$0	\$6	\$468	\$620	\$1,000

Fiduciary

TRUST FUND

The Wilmot Trust Fund was established in 1996 to serve as a trust for donations to the Wilmot Gateway Park. Revenue is received from donations and from the sale of bricks and tiles.

In 1998, the proceeds received from the sale of bricks and tiles will be transferred to the Capital Construction Fund for the construction of Wilmot Park.

Wilmot Trust Fund Summary

	1996	1997	1998
	Actual	Actual	Budget
Interfund Payments	\$0	\$0	\$350,000
Fund Total	\$0	\$0	\$350,000

Appendices

GUIDING PRINCIPLES

Council has developed *Guiding Principles* to guide the employees in decision making and to set the tone for the conduct of civic affairs. The *Guiding Principals* are as follows:

Creativity:

The City Council values creativity and innovation in problem solving and therefore encourages the taking of well considered risks. The City will strive to establish means by which these values can be rewarded when effectively applied.

Partnerships:

The City Council recognizes that it does not and cannot have all the means at its disposal to fully implement its vision. It is therefore, imperative that the City actively seek out, motivate and support public and private organizations, groups and individuals who can also play meaningful roles in achieving the commonly desired future.

Minimal Government:

The City Council believes that the citizens of a community are responsible and committed to creating and maintaining a high quality environment in which to live, work and recreate. Therefore, the role of government should be conducted in such a manner so as to ensure only limited intrusion into the daily lives of the people it is designed to serve. This philosophy places power, trust and responsibility in the hands of the people and compels less reliance upon governmental solutions to community issues.

Leadership:

The City Council recognizes that, as the governing body of the general purpose local government for Woodinville, it is in a unique position to identify community issues that warrant a response and either taking action or being a catalyst in marshaling response from others.

Following:

In accord with the view of minimal government, the City Council recognizes that the City will often not be in the position of leadership on specific issues in Woodinville. The Council also recognizes that those who do assume leadership positions must know that other organizations and institutions, including the City, will not compete for leadership and will provide encouragement and support for the actions of those leading.

Support:

The City Council recognizes the value of moral, political, and material support to those effectively undertaking actions in furtherance of the community vision. This can be support for city employees, civic groups, other governments and institutions or private businesses or individuals.

Connected:

The City Council seeks to ensure that they, as a body, and the City of Woodinville as an organization, continue to be viewed as an integral and valued part of the entirety of the community, not an entity apart and distinct from the community.

Effectiveness:

As stewards of the public purse, the City Council continuously seeks to encourage and reward programs and activities that produce the best and most appropriate outcomes with the least reasonable application of human and monetary resources.

Friendliness:

The City Council desires the affairs of the City of Woodinville be conducted in such a manner so as to develop a well deserved reputation for friendliness, courtesy and a caring and helpful attitude. While they recognize the eventuality of conflict situations when dealing with issues involving opposing constituencies, the general opinion of the City organization should be positive.

Common Sense:

The City Council seeks to avoid the paralysis of large public and private organizations whose bureaucracy has over-ridden the practical application of legitimate regulations. Systems should be developed that allow flexibility in decision-making where the strict application of the rule would produce unfavorable or non-productive results.

Bias for action:

The City Council seeks to create an atmosphere where positive action is valued over indecision or the imposition of barriers.

ORDINANCE NO. 196

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, LEVYING THE GENERAL TAXES FOR THE CITY OF WOODINVILLE FOR THE FISCAL YEAR COMMENCING JANUARY 1, 1998, ON ALL PROPERTY, BOTH REAL AND PERSONAL, IN SAID CITY WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF PAYING SUFFICIENT REVENUE TO CARRY ON THE SEVERAL DEPARTMENTS OF SAID CITY FOR THE ENSUING YEAR AS REQUIRED BY LAW.

WHEREAS, the City Council of the City of Woodinville has considered the City's anticipated financial requirements for 1998, and the amounts necessary and available to be raised by ad valorem taxes on real, personal and utility property, NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. There shall be and hereby is levied on all real, personal, and utility property, whose estimated assessed valuation is \$1,001,231,668, current taxes for the ensuing year commencing January 1, 1998, at a rate of \$1.60 per thousand dollars of assessed value.

Section 2. This ordinance shall be certified to the proper County officials, as provided by law, and taxes here levied shall be collected to pay to the City of Woodinville at the time and in the manner provided by the laws of the State of Washington for the collection of taxes for non-charter code cities.

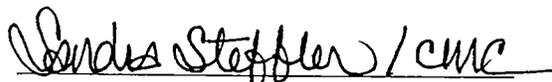
Section 3. Effective Date. This ordinance, or a summary thereof consisting of the title, shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after publication.

ADOPTED by the City Council of the City of Woodinville this 8th day of December, 1997.

APPROVED:


Robert R. Miller, Mayor

ATTEST:


Sandra Steffler, City Clerk/CMC

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY:

By: 

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.196

ORDINANCE NO. 197

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, ADOPTING A BUDGET FOR THE CITY OF WOODINVILLE, WASHINGTON, FOR THE YEAR 1998; SETTING FORTH THE ESTIMATED REVENUES AND APPROPRIATIONS.

WHEREAS, a preliminary budget has been filed with the City Clerk as required by law; now, therefore,

THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The budget of the City of Woodinville, Washington for the year 1998, a copy of which is on file in the Office of the City Clerk, is hereby adopted by this reference, in the aggregate total of estimated revenues and appropriations for all funds combined of \$22,215,881.

Section 2. The totals of estimated revenues and appropriations for each separate fund, as set forth herein, are:

General Fund	\$7,039,326
Street Fund	\$1,163,316
Arterial Street	\$1,946,409
Contingency	\$ 473,143
Mitigation	\$ 835,439
Debt Service	\$ 500,057
Capital Project	\$ 707,838
Special Capital Project	\$ 936,795
Capital Street Reserve	\$2,916,285
Capital Surface Water Reserve	\$1,102,510
Capital Construction Fund	\$2,263,256
Real Property	\$ 22,865
Civic Center	\$ 325,000
Surface Water Management	\$1,260,144
Equipment Rental	\$ 122,000
Equipment Replacement	\$ 221,998
Unemployment Reserve	\$ 29,500
Wilmot Trust	\$ 350,000

Section 3. The Clerk is directed to transmit a certified copy of this ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations and to the Association of Washington Cities.

Section 4. Effective date. This ordinance shall be effective five (5) days after publication of an approved summary consisting of the title to this ordinance.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8TH DAY OF DECEMBER, 1997.

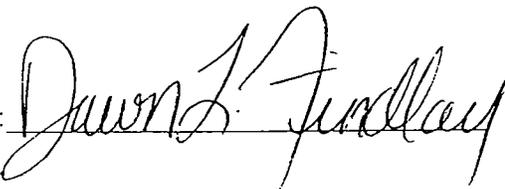
APPROVED:


Robert R. Miller, Mayor

ATTEST/AUTHENTICATED:

By: 
Sandra Steffler
City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

By: 

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 197

ORDINANCE NO. 199

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, REPEALING CLERK'S RECEIVING NUMBERS 421 AND 546 AS ADOPTED BY ORDINANCE NO. 187, ADOPTING A REVISED BENEFIT AND CLASSIFICATION PAY RANGE FOR CITY EMPLOYEES AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council adopted a pay, benefit and classification structure for the 1997 budget; and

WHEREAS, the City of Woodinville considers it appropriate to permit administrative adjustments based on parity with comparable positions in other jurisdictions and economic factors,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DO RESOLVE AS FOLLOWS:

Section 1. That section of Ordinance No. 187 relating to pay ranges and employee benefits, and Clerk's Receiving Number 421 and 546, is hereby repealed.

Section 2. The City Council hereby adopts the Employee Benefit Plan attached as Clerk's Receiving No. 575, and the classification pay range attached as Clerk's Receiving No. 576.

Section 3. The effective date for payment of salary steps, ranges and benefits established by Clerk's Receiving Numbers 575 and 576 shall be January 1, 1998 and shall continue until amended by action of the City Council.

ADOPTED BY THE CITY COUNCIL AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS 8TH DAY OF DECEMBER, 1997.



Robert R. Miller, Mayor

ATTEST/AUTHENTICATED:

By: Sandra C. Steffler / CMC
Sandra Steffler
City Clerk

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

By: Dawn L. Findlay

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 199

CLERK RECEIVING NO. 575

BENEFIT SCHEDULE
Effective Date: January 1, 1998

EMPLOYEE BENEFITS - Paid by City

Medical - AWC Plan G 100% Employee, 80% of Spouse, and 80% of children
AWC Group Health, up to the premium dollar amounts set forth for
Plan G

Dental - AWC Plan A 100% Employee and Dependent Coverage

Employee Assistance Plan - AWC paid by City for all employees.

Term Life Insurance - \$10,000 paid by City for all employees.

Permanent Part-Time Employees - All benefits cost shared and/or accrued
according to the percentage that the part-time bears to full time employment,
except that term life insurance shall be paid by the City for all paid employees that
work 20 or more hours per week.

The City shall furnish coffee and tea for attendees of public meetings as a benefit
of contribution to public process, and for employees as a benefit of employment.

CLERK RECEIVING NUMBER 576

City of Woodinville

Classification Schedule

Effective January 1998

	<u>Annual</u>	<u>Monthly</u>
Grade I	\$ 20,400 to \$ 26,617	\$ 1,700 to \$ 2,218
Administrative Assistant I		
Maintenance Worker		
Office Assistant		
Permit Clerk		
Grade II	\$ 26,617 to \$ 34,730	\$ 2,218 to \$ 2,894
Administrative Assistant II		
Accounting Clerk		
Engineering Technician		
Executive Secretary		
Planning Technician		
Grade III	\$ 34,730 to \$ 45,315	\$ 2,894 to \$ 3,776
Assistant Engineer		
Building Inspector		
Community Services Coordinator		
Deputy City Clerk		
Engineering Assistant		
Maintenance Superintendent		
Permit Coordinator		
Planner		
Public Works Assistant		
Recreation Programmer		
Staff Accountant		
Grade IV	\$ 45,315 to \$ 59,126	\$ 3,776 to \$ 4,927
Building Official		
City Clerk		
City Planner		
Senior Engineer		
Grade V	\$ 59,126 to \$ 77,146	\$ 4,927 to \$ 6,429
Assistant City Manager		
Department Director		

ORDINANCE NO. 202

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, AMENDING ORDINANCE NO. 197, WHICH ADOPTED A BUDGET FOR 1998, TO ESTABLISH A NEW FUND, THE 177th STREET CONSTRUCTION FUND, SETTING FORTH ESTIMATED REVENUES AND APPROPRIATIONS.

WHEREAS, the City Council has established a utility tax; and

WHEREAS, the City Council stated that the utility tax shall be used for the improvements of the intersection at 131st Ave. and NE 177th Pl. and the necessary improvements, including right of way acquisition, of NE 177th Pl. from 131st to 140th; and

WHEREAS, the creation of a fund will facilitate the budgeting and accounting for revenue and expenditures associated with the utility tax and the specified projects; and

WHEREAS, Ordinance No. 197 estimated certain revenues and appropriations for all funds; and

WHEREAS, the changes set forth herein could not reasonably have been anticipated at the time of adoption of the 1998 budget; and

WHEREAS, this ordinance has been on file with the City Clerk more than 5 days prior to its passage; now, therefore

THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. A new fund, the 177th Street Construction Fund (Fund No. 312) is hereby established with revenue and appropriations set forth in Section 2.

Section 2. The revised budget for 1998 and Section 2 of Ordinance 197 are hereby amended as set forth herein. The total estimated revenue and appropriations for the 177th Street Construction Fund is set forth as follows:

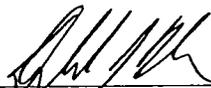
177th Street Construction Fund	\$ 200,000
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Section 3. Effective Date. This ordinance will be in full force and shall take effect five (5) days after passage and publication of the ordinance or a summary thereof consisting of the title which is approved by the City Council.

Section 4. A copy of this Ordinance shall be transmitted to the Division of Municipal Corporations of the State Auditor and to the Association of Washington Cities.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON
THE 23rd DAY OF FEBRUARY, 1998.

APPROVED:

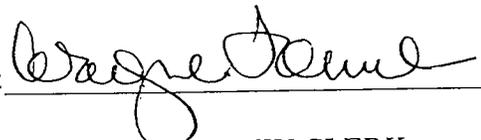


Donald J. Brocha, Mayor

ATTEST/AUTHENTICATED:

By: 
Sandra C. Steffler
City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

By: 

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 202

Budget Calendar for 1998 Budget

- June 20** Department Heads receive worksheet showing expenditure history, including year to date, through June, 1997.
- July 7** Council Workshop revisit goals, review budget process, solicitation of Council priorities/issues.
- July 11** Department Heads will complete worksheet by filling in the column that specifies estimated year end (1997) expenditures.
- July 17** Finance Committee reviews budget formats for the development of the 1998 budget, and revenue and expenditure assumptions for the 1997 budget.
- August 4** Proposed Workshop on the 1998 revenue forecast and expenditures anticipated for 1997.
- August 18** Department Heads Presentation of 1998 Budget Plans, including new programs, capital equipment, FTE.
- August 21** Finance Committee reviews material to date associated with the 1997 and 1998 budgets.
- August 29** 1998 Expenditure Estimates filed with City Clerk.
- September 5** Estimates filed with City Manager.
- September 18** Finance Committee reviews estimates for 1998 budget (revenue/expenditures).
- September 22** City Manager provides Council with estimates of revenue from all sources, and expenditure estimates by Department.
- October** Manager's Recommended Budget; Council's Budget Workshops (as needed).
- November 10** Public Hearing on Revenue Sources: Property Tax levy First Reading of Ordinance.
- November 24** Property Tax levy Second Reading of Ordinance, First reading of Budget Ordinance
Public Hearing on Budget.
- December 8** Second Reading of 1998 Budget Ordinance.

ACRONYMS

<u>APA</u>	American Planning Association
<u>APWA</u>	American Public Works Association
<u>ARCH</u>	A Regional Coalition for Housing
<u>ARMA</u>	Association of Records Management Archives
<u>ASCE</u>	Associated Society of Civil Engineers
<u>AWC</u>	Association of Washington Cities
<u>CAD</u>	Computer Aided Drafting
<u>CAPs</u>	Citizen Advisory Panels
<u>CAR</u>	Customer Action Request
<u>CCWF</u>	Centennial Clean Water Fund
<u>CIP</u>	Capital Improvement Program
<u>CTR</u>	Commute Trip Reduction
<u>DCD</u>	Department of Community Development
<u>EOP</u>	Emergency Operation Procedures
<u>ESHB</u>	Engrossed Substitute House Bill
<u>ESUG</u>	Eden System Users Group
<u>ETP</u>	Eastside Transportation Program
<u>FTE</u>	Full Time Equivalent
<u>GIS</u>	Geographic Information System
<u>ICBO</u>	International Conference of Building Officials

<u>IDP</u>	Interim Design Principles
<u>IIMC</u>	International Institute of Municipal Clerks
<u>IRMS</u>	Integrated Resource Management System
<u>ITE</u>	Institute of Transportation Engineers
<u>KCCA</u>	King County Clerks Association
<u>MTA</u>	Municipal Treasurer's Association
<u>NRPA</u>	National Recreation and Parks Association
<u>PAW</u>	Planning Association of Washington
<u>PD I</u>	Professional Development I (Clerks)
<u>PFP</u>	Pedestrian Facilities Program
<u>PSAPCA</u>	Puget Sound Air Pollution Control Authority
<u>PSRC</u>	Puget Sound Regional Council
<u>REET</u>	Real Estate Excise Tax
<u>S/W</u>	Surface Water
<u>SCA</u>	Suburban Cities Association
<u>SEPA</u>	State Environmental Policy Act
<u>SWAT</u>	Special Weapons and Tactics
<u>SWM</u>	Surface Water Management
<u>TIB</u>	Transportation Improvement Board
<u>TRC</u>	Technical Review Committee
<u>URISA</u>	Urban and Regional Information Systems Association
<u>WART</u>	Woodinville Area Recreation Transit
<u>WCIA</u>	Washington Cities Insurance Authority

<u>WCPDA</u>	Washington Cities Planning Directors Association
<u>WFOA</u>	Washington Finance Officers Association
<u>WMCA</u>	Washington Municipal Clerks Association
<u>WMTA</u>	Washington Municipal Treasurer's Association
<u>WRPA</u>	Washington Recreation and Parks Association
<u>WSEMA</u>	Washington State Emergency Management Association
<u>WSRA</u>	Washington State Recycling Association

GLOSSARY

ACCRUAL BASIS The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash receipts and disbursements.

ACTIVITY A specific and distinguishable line of work performed by one or more organizational units of a government for the purpose of accomplishing a function for which the government is responsible.

ACTUARIAL BASIS A basis used in computing the amount of contributions to be made periodically to a fund or account so that the total contributions plus the compounded earnings thereon will equal the required payments to be made out of the fund.

AD VALOREM TAXES Commonly referred to as property taxes levied on both real and personal property according to the property's valuation and the tax rate.

ANNUAL BUDGET A budget applicable to a single fiscal year.

APPROPRIATION A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

ASSESSED VALUATION A valuation set upon real estate or other property by a government as a basis for levying taxes.

ASSESSMENT (1) The process of making the official valuation of property for purposes of taxation. (2) The valuation placed upon property as a result of this process.

ASSETS Resources owned or held by a government which have monetary value.

BOND A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

BONDED DEBT That portion of indebtedness represented by outstanding bonds.

BUDGET A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

BUDGETARY CONTROL The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

BUDGET DOCUMENT The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

BUDGET MESSAGE A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body.

CAPITAL IMPROVEMENTS Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant.

CAPITAL FACILITIES PLAN A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government's long-term needs.

CAPITAL OUTLAYS Fixed assets which have a value of \$500 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

CAPITAL PROJECT Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements.

CASH BASIS A basis of accounting under which transactions are recognized only when cash is received or disbursed.

COLLECTIVE BARGAINING AGREEMENT A legal contract between the employer and a verified representative of a recognized bargaining unit for specific terms and conditions of employment (e.g. hours, working conditions, salary, fringe benefits, and matters affecting health and safety of employees).

CONSUMER PRICE INDEX (CPI) A statistical description of price levels provided by the U.S. Department of Labor. The index is used as measure of the increase in cost of living (i.e. economic inflation).

CONTINGENCY A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

COUNCILMANIC BONDS Councilmanic bonds refer to bonds issued with the approval of the Council, as opposed to voted bonds which must be approved by vote of the public. Councilmanic bonds must not exceed 1.5% of the assessed valuation.

DEBT LIMIT The maximum amount of gross or net debt which is legally permitted.

DEBT SERVICE The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

DEFICIT The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

DEPRECIATION Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

DIRECT COSTS Those expenses which can be charged directly as a part of the cost of a product, service, department, operating unit or activity, as distinguished from indirect costs (overhead) which must be prorated among several products, services, departments, operating units or activities.

EMPLOYEE BENEFITS Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension and medical plans.

ENTITLEMENT The amount of payment to which a state or local government is entitled as determined by the federal government pursuant to an allocation formula contained in applicable statutes.

EXPENDITURES Decreases in net current assets.

EXPENSES Decreases in net total assets.

FIDUCIARY FUND TYPE The trust and agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

FISCAL POLICY A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

FIXED ASSETS Assets which are intended to be held or used for a long term, such as land, buildings, improvements other than buildings, machinery and equipment.

FRANCHISE A special privilege granted by a government permitting a monopoly or the continuing use of public property.

FULL-TIME EQUIVALENT POSITION (FTE) A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year.

FUND A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

FUND BALANCE The excess of the assets of a fund over its liabilities, reserves, and carryover.

GENERAL OBLIGATION (G.O.) BONDS Bonds for the payment of which the full faith and credit of the issuing government are pledged.

GOAL A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

GRANTS External contributions or gifts of cash or other assets to be used or expended for a specified purpose, activity, or facility.

IMPACT FEES Fees assessed to developers to help mitigate costs associated with the impact of growth and development.

INDIRECT COST A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

INFRASTRUCTURE The physical assets of a government (e.g. streets, water, sewer, public buildings and parks).

INTERFUND TRANSFERS The movement of moneys between funds of the same governmental entity.

INTERGOVERNMENTAL REVENUE Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

INTERNAL SERVICE CHARGES The charges to user departments for internal services provided by another government agency, such as equipment pools.

LEVY (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

LIABILITIES Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

LID BONDS Local Improvement District bonds which financed specific improvements to certain properties where the property owners are assessed an amount to service the principal and interest payments. The City is not directly responsible for the debt but is obligated to the extent that it is required to establish a guaranty fund to guaranty payments.

LONG-TERM DEBT Debt with a maturity of more than one year after the date of issuance.

MAINTENANCE The upkeep of physical properties in condition for use or occupancy.

MISSION STATEMENT A broad statement of the purpose, in terms of meeting public service needs, that a department is organized to meet.

MODIFIED ACCRUAL BASIS The modified accrual basis of accounting is used in governmental funds (general, special revenue, debt service, and capital project funds), and in expendable trust and agency funds. Under it, revenues and other financial resource increments are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are generally recognized when they are incurred (bring forth a liability). The City budgets all funds on the modified accrual basis.

OBJECT An expenditure classification applied to the type of item purchased or the service obtained.

OBJECTIVE Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

OBLIGATIONS Amounts which a government may be required legally to meet out of its resources.

OPERATING BUDGET Plans of current expenditures and the proposed means of financing them.

OPERATING EXPENSES The cost for personnel, materials and equipment required for a department to function.

OPERATING REVENUE Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

OTHER FINANCING SOURCES Governmental fund general long-term debt proceeds, operating transfers-in, and material proceeds of fixed asset dispositions. Such amounts are classified separately from revenues.

OTHER FINANCING USES Governmental fund operating transfers-out. Such amounts are classified separately from revenues.

OVERHEAD All costs other than direct costs.

OVERLAPPING DEBT The proportionate share of the debts of other local governments located wholly or in part within the limits of the reporting government which must be borne by property within each government.

PERFORMANCE INDICATORS Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

PERFORMANCE MEASURE Data collected to determine how effective or efficient a program is in achieving its objectives.

POLICY A principle or course of action chosen to guide decision making.

PROGRAM A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

RESERVE An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

RESOURCES Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

REVENUE Sources of income financing the operations of government.

REVENUE BONDS Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise fund's property.

SPECIAL ASSESSMENT A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

TAX LEVY The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TAXES Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit such as special assessments. Neither does the term include charges for services rendered only to those who pay, for example, sewer service charges.

UNRESERVED FUND BALANCE The portion of fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USER FEES The payment of a fee for direct receipt of a public service by the party who benefits from the services.

COUNCIL

1998 Expenditure Detail

Salaries and Wages

Salaries	\$	34,800
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Personnel Benefits

Benefits	\$	4,362
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Supplies

Office/Operating Supplies		
General	\$	1,500

Other Services and Charges

Professional Services		
Council Retreat	\$	6,000
Other Consulting		32,000
Leadership Institute		500
		<hr/>
		38,500

Communication		
Monthly Phone Charges		1,200

Travel		
AWC Conference (lodging)	\$	3,500
AWC Conference (travel/meals)		2,500
Travel to local meetings		1,500
		<hr/>
		7,500

Education/Training		
Conference Registrations	\$	2,450
Miscellaneous Training		850
		<hr/>
		3,300

<i>Total Other Services and Charges</i>	\$	<u>50,500</u>
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Capital Outlays

Machinery and Equipment		
Computer/software	\$	7,500

DEPARTMENT TOTAL

\$ 98,662

EXECUTIVE

1998 Expenditure Detail

Salaries and Wages

Salaries		\$ 220,581
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Personnel Benefits

Benefits		\$ 56,346
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Supplies

Office/Operating Supplies		
Personnel, crime prevention, customer service, public information		\$ 6,000

Other Services and Charges

Professional Services		
Newsletter Writing (6 issues)	\$ 15,000	
Newsletter Printing (6 issues)	12,000	
Contracted Information Services	45,000	
Personnel Services	10,000	
	<hr/>	\$ 82,000

Communication		
Newsletter Postage	\$ 3,000	
Printing (City Guide, Survey)	5,000	
	<hr/>	\$ 8,000

Repairs and Maintenance		\$ 1,000
Travel Expense		\$ 3,000
Operating Rentals		\$ 300
Education/Training		\$ 31,000
Miscellaneous		\$ 3,000
Intergovernmental - CTR		\$ 7,000

<i>Total Other Services and Charges</i>		<hr/> \$ 135,300
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Interfund Payments for Service

Operating Rentals		<hr/> \$ 470
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DEPARTMENT TOTAL

\$ 418,697

LEGAL

1998 Expenditure Detail

Other Services and Charges

City Attorney services

\$ 180,000

DEPARTMENT TOTAL

\$ 180,000

LAW ENFORCEMENT

1998 Expenditure Detail

Supplies

Office/Operating Supplies	\$	4,000	
Small Tools/Minor Equipment		1,000	
<i>Total Supplies</i>			\$ 5,000

Other Services and Charges

Professional Services			
Computer Service	\$	4,000	
Other Maintenance		3,000	
			\$ 7,000
Communication			
Cell Phones/WAN Line			
Pagers			
Printing	\$		17,000
Travel	\$		1,000
Operating Rentals	\$		1,000
Education/Training			
Crime Prevention	\$		2,000
<i>Total Other Services and Charges</i>			\$ 28,000

Intergovernmental & Interfund

Intergovernmental Professional Services			
Police Contract	\$	1,170,000	
Computer Lease		15,000	
Uniform Overage		5,000	
1997 Year End Adjustment		15,000	
Special Events		12,000	
Reserve \$ for Marine, Drug & Air		10,000	
<i>Total Intergovernmental & Interfund</i>			\$ 1,227,000

Capital Outlays

Machinery and Equipment	\$		5,000
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DEPARTMENT TOTAL

\$ 1,265,000

COURT SERVICES

1998 Expenditure Detail

Other Services and Charges

Professional Services		
Attorney Services	\$	90,000
Public Defense	\$	20,000
		<hr/>
	\$	110,000

Intergovernmental & Interfund

Professional Services-Jail	\$	60,000
Professional Services-Court		34,000
Professional Services-Interpreter Services		4,000
Professional Services-Prisoner Transport		21,000
Professional Services-Domestic		10,000
		<hr/>
<i>Total Intergovernmental & Interfund</i>	\$	129,000

DEPARTMENT TOTAL

\$ 239,000

ADMINISTRATIVE SERVICES

1998 Expenditure Detail

Salaries and Wages

Salaries	\$	224,525
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Personnel Benefits

Benefits	\$	68,407
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Supplies

Office/Operating Supplies		
General Supplies	\$	1,500
Notebooks for Budget		75
Business Cards		150
Minute Books		275
		<hr/>
	\$	2,000
Small Tools/Minor Equipment		
Miscellaneous Equipment		1,200
<i>Total Supplies</i>	\$	<hr/> 3,200

Other Services and Charges

Professional Services		
Temporary Help	\$	1,200
Hearing Examiner		3,750
Code Updates		4,000
Bank Service		1,500
Records Retention		12,000
Minutes		3,200
Sales Tax Reformat		1,200
Budget Printing		2,500
Audit		18,000
		<hr/>
	\$	47,350

Communication		
Monthly Phone Charge		3,360

Travel		
Treasurers Conference	\$	790
Clerks Conference		900
WFOA		400
Travel to Local Workshops		160
PD I		250
		<hr/>
		2,500

Advertising		
Agenda/Ordinances/Misc		5,500

Operating Rentals		
Pager	\$	84
Storage		960
		<hr/>
		1,044

Repairs and Maintenance		500
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Education/Training		
Conference Registrations	\$ 2,100	
Computer Classes	780	
Clerk's PDI	520	
Misc Training	<u>500</u>	3,900
Miscellaneous		
WMTA/MTA Dues	\$ 180	
WMCA/IIMC/KCCA Dues	240	
ESUG	25	
Other Dues/etc.	<u>2,555</u>	3,000
<i>Total Other Services and Charges</i>		<u>\$ 67,154</u>
<i>Intergovernmental & Interfund</i>		
Operating Rentals		
Vehicle Use		704
<i>Total Intergovernmental & Interfund</i>		<u>\$ 704</u>
<i>Capital Outlay</i>		
Machinery and Equipment		
Computer Upgrades	\$ 6,800	
<i>Total Capital Outlays</i>		<u>\$ 6,800</u>
DEPARTMENT TOTAL		<u><u>\$ 370,790</u></u>

COMMUNITY DEVELOPMENT

1998 Expenditure Detail

<i>Salaries and Wages</i>			
Salaries		\$	251,181
<i>Personnel Benefits</i>			
Benefits		\$	78,033
<i>Supplies</i>			
Office/Operating Supplies			
Misc Supplies		\$	480
Small Tools/Minor Equipment			
Assessor's Map/disc			
Minor Office Equipment		\$	2,200
Miscellaneous			
Film processing	200		
* Urban Forestry Month	100		
* Tree City Pins/Arbor Day	640		
Books/Videos	500		
			1,440
<i>Total Supplies</i>		\$	4,120
<i>Other Services and Charges</i>			
Professional Services			
Planning Staff Support	\$ 22,000		
Administrative Backup	13,500		
Sign Code Enforcement	9,500		
* Arborist	15,600		
* Arbor Day	350		
* IRMS	20,000		
* GIS Services	8,500		
IDP Industrial/Residential	8,000		
* Woodin Creek Corridor Plan	12,000		
Design Review	6,500		
* Landscape Design Review	10,000		
EOP State Compliance Update	4,000		
Comp Plan Amendments	6,000		
Downtown Master Plan	75,000		
Housing Strategy Implementation	4,000		
Historic Landmark Overlay	4,500		
Title Research/Legal Descriptions	1,550		
		\$	221,000
Communication			
Mailings	\$ 2,500		
Courier Services	500		
			3,000

Travel			
State APA/PAW Conference	\$	660	
Misc Mileage		240	
State Planning Directors Conference		160	
StateEmergencyMngtConference		390	
Misc Parking/ Meals		1,275	
Coffee for boards, commissions		415	
Planning Commission conf.		300	
ARMA mileage		100	
			3,540
Advertising			
Planning Commission recruit.	\$	750	
Downtown Master Plan		500	
Notice Boards for City Projects		1,500	
Public Meeting Noticing		3,000	
Plng Com Up & Coming Sch		1,200	
Position openings		650	
Application Notices		4,500	
			12,100
Operating Rentals			
Overhead Computer Screen	\$	450	
Pager Rental		70	
			520
Education/Training			
Degree Program	\$	2,100	
Computer classes		1,820	
CAD training		1,200	
Professional training class		475	
EOP Training/Exercise		2,100	
ARC Info User Conference		360	
Records Management Training		300	
Public Presentation Training		75	
URISA Conference/Workshop		190	
APA/PAW Conference		720	
WCPDA Conference		95	
Emergency Mgmt Seminar		150	
WSEMA Conference		110	
AWC classes		280	
First Aid/CPR		120	
			10,095
Miscellaneous			
ARMA Membership	\$	120	
PAW Dues		220	
State Planning Directors Assoc.		50	
WA Cities Plan Assoc.		75	
WA State Emerg Mngt Assoc.		35	
Hortus West Subscription		15	
Growth Mngt Hearings Boards Decisions		85	
Tree City USA Subscription		15	
APA Dues		1,056	
Plng Commission Subscriptions		92	

		1,763
Printing		2,690
<i>Total Other Services and Charges</i>		<u>\$ 254,708</u>
<i>Intergovernmental & Interfund</i>		
Intergovernmental Professional Services		
Recording Fees	\$ 820	
ARCH	<u>5,390</u>	
		\$ 6,210
Operating Rentals		
Vehicle Use		<u>815</u>
<i>Total Intergovernmental & Interfund</i>		<u>\$ 7,025</u>
<i>Capital Outlay</i>		
Machinery and Equipment		
Computer Upgrades	\$ 3,000	
Aerial Photos	2,500	
Emergency Survival Kits	<u>1,380</u>	
<i>Total Capital Outlays</i>		<u>\$ 6,880</u>
DEPARTMENT TOTAL		<u><u>\$ 601,947</u></u>

PUBLIC WORKS

1998 Expenditure Detail

<i>Salaries and Wages</i>		\$	60,677	
<i>Personnel Benefits</i>		\$	16,644	
<i>Supplies</i>				
Office/Operating Supplies				4,200
Small Tools/Minor Equipment				
Maps	\$	1,000		
Misc.		500		
Phone Equipment		1,000		
				<u>2,500</u>
Miscellaneous				300
<i>Total Supplies</i>			\$	<u>7,000</u>
<i>Other Services and Charges</i>				
Professional Services				
Pavement Management System	\$	10,000		
Recycling Program		30,000		
Turning Counts		500		
On Call Services		32,000		
				<u>72,500</u>
Communication				
Monthly Phone Charge				1,200
Travel				
APWA	\$	900		
ITE		150		
WSRA		300		
Meals/Mileage		1,250		
				<u>2,600</u>
Advertising				
Professional	\$	1,500		
Positions		500		
Special Projects		500		
				<u>2,500</u>
Operating Rentals				
Computer	\$	1,400		
Pager		300		
				<u>1,700</u>
Repairs and Maintenance				
Computer Repairs				1,500
Education/Training				
APWA	\$	1,200		
ITE/WSRA		1,300		

Misc. Classes	<u>1,800</u>	4,300
Miscellaneous		
Licenses	\$ 480	
APWA	700	
ITE	200	
ASCE	200	
Miscellaneous	<u>115</u>	
<i>Total Services and Charges</i>		<u>1,695</u>
		<u>\$ 87,995</u>
<i>Interfund</i>		
Operating Rentals		
Vehicle use	\$ 153	
<i>Total Interfund</i>		<u>\$ 153</u>
<i>Capital Outlays</i>		
Machinery and Equipment		
PC and Operating Software Upgrades	\$ 8,200	
Hardware	1,200	
Software	2,200	
File Cabinet and Desk	<u>1,200</u>	
<i>Total Capital Outlays</i>		<u>\$ 12,800</u>
 DEPARTMENT TOTAL		 <u><u>\$ 185,269</u></u>

PERMIT CENTER

1998 Expenditure Detail

<i>Salaries and Wages</i>	
Salaries	\$ 201,348
<i>Personnel Benefits</i>	
Benefits	\$ 57,979
<i>Supplies</i>	
Office/Operating Supplies	
Office	\$ 3,800
Operating	3,855
	<hr/>
	\$ 7,655
Small Tools/Minor Equipment	\$ 3,205
Miscellaneous	250
<i>Total Supplies</i>	<hr/>
	\$ 11,110
<i>Other Services and Charges</i>	
Professional Services	
Office Staff	\$293,999
Plan Review & Inspections	25,000
Structural Engineering	20,000
Special-Fire/Mechanical	5,067
Special Tests	1,160
Mileage Field Inspections	2,480
Annual Software Licensing	4,000
	<hr/>
	\$ 351,706
Communication	
Monthly Phone Service	\$ 4,900
Two additional phone lines	864
Extra Long Distance	578
Radio Access (four radios)	960
	<hr/>
	\$ 7,302
Travel	
WA Bldg Official Meetings	\$ 525
Nat'l Fire Academy	1,300
Nat'l ICBO Conference	1,855
Inspector Seminar	825
	<hr/>
	\$ 4,505
Advertising	\$ 1,200
Operating Rentals	\$ 1,800
Repairs and Maintenance	\$ 475
Education/Training	
College Courses (UW)	\$ 7,770
College Courses (two)	1,244
ICBO Classes (eleven)	1,225
ICBO Seminar (four)	800
Certification class (one)	395
Computer Training (six classes)	1,700
	<hr/>

Miscellaneous	\$	13,134	
	\$	<u>2,470</u>	
<i>Total Other Services and Charges</i>	\$	<u>382,592</u>	
 <i>Interfund Payments for Service</i>			
Operating Rentals	\$	7,852	
 <i>Capital Outlays</i>			
Machinery and Equipment			
New vehicle	\$	18,000	
Computer/software		2,500	
Permit Tracking S/W		<u>19,500</u>	
	\$	<u><u>40,000</u></u>	
DEPARTMENT TOTAL			<u><u>\$ 700,881</u></u>

PARKS AND RECREATION

1998 Expenditure Detail

Salaries and Wages

Salaries	\$	150,361
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Personnel Benefits

Benefits	\$	45,592
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Supplies

Office Supplies	\$	1,038
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Operating

Park Operation	\$	250
Maps		300
Sportcamps		800
Special Event supplies-craft, etc.		500
Tablecloths, decorations, etc.		350
Recreation Programs		4,730
	\$	6,930

Small Tools/Minor Equipment

Misc Park Maintenance Tools	\$	500
Aerobics Equipment		500
Gymnastics/Dance		3,500
Volleyball-sets/balls(Mobile)		500
Volleyball Standards (Sorenson)		1,200
Basketball-cart, balls, etc.		600
Roving Rec. equipment		800
Teen Center		2,500
Bookcases		100
	\$	10,200

Miscellaneous

Parks Commission	\$	200
Awards, Placques, etc.		400
Meet./Pub. Open House/coffee/refresh.		400
Special Events		800
	\$	1,800
<i>Total Supplies</i>	\$	19,968

Other Services and Charges

Professional Services

Production of Trail/Park Guide	\$	400
Parks & Landscape Design		9,000
Waterford-Woodin Cr. Master Plan		30,000
Fireworks		17,000
Celebrate Woodinville		3,000
Woodinville Light Festival		14,000
Pioneer Days		4,000
Concert Series		11,550
Northshore YMCA		20,000
Teen Act./Theme Nights/Open Gym		5,000
Recreation Classes		21,400
Minutes—P&R Comm. Mtg. coverage		500
Sports Camps/Coaches		8,000

Woodinville Heights Maint	13,000	
Woodin Creek Park Main	15,000	
Wilmot Maint/Janitorial	18,000	
Feasibility/Property Research	3,500	
		\$ 193,350
Communication		
Pager	\$ 340	
Postage	2,000	
Telephone/Rewire and Move	3,000	
Monthly Phone Service	600	
		\$ 1,633
Travel		
Mileage	\$ 250	
Accomodations out of town	200	
Revenue Management exp. (Cindy)	500	
Meals	300	
Executive Forum	383	
		\$ 9,300
Advertising		
Recreation Ads	\$ 3,000	
Construction/Consultant Bids	1,000	
Park Signs	5,300	
		\$ 5,100
Utility Services		
Water at Wilmot	\$ 3,300	
Water at Triangle	200	
Water-Wdnlv Heights	1,200	
Electrical	400	
		\$ 17,791
Operating Rentals		
Maintenance rentals	\$ 3,400	
Bucket Truck	3,400	
Barricades and Cones	2,491	
Tents, equipment-special events	8,500	
		\$ 20,050
Repairs and Maintenance		
Banners, Signs, etc.	\$ 450	
Repair Woodin Park	\$ 7,500	
Sports Equipment	4,400	
Park Furniture	800	
Graffiti	1,500	
Misc (vandalism, fences, etc)	5,400	
		\$ 7,185
Education/Training		
Cascade Mgmt	\$ 1,995	
Park Commissioners Training	1,500	
Revenue Management Software Class	800	
Revenue Management School	1,500	
Staff Development	500	
NW Maintenance Mgmt	490	
WRPA Executive Forum	400	
		\$ 2,150
Miscellaneous		
Placques, awards, recognition, etc.	\$ 500	
Rec. Class awards/certificates	1,000	
Dues, NRPA, WPRA	375	
Parks & Rec Publications	275	
		\$ 2,150

Printing		
Flyers	\$	7,500
Rec Guides/Brochures		12,000
		<u>19,500</u>
	\$	19,500
<i>Total Other Services and Charges</i>	\$	276,059
<i>Intergovernmental & Interfund</i>		
Intergovernmental Professional Services		
METRO (Fireworks)	\$	2,400
Property Services		2,300
King County Roads		1,200
		<u>5,900</u>
	\$	5,900
<i>Interfund Payments for Service</i>		
Operating Rentals		
Vehicle Use	\$	1,070
<i>Capital Outlays</i>		
Machinery and Equipment		
Mobile Sports Equipment	\$	3,500
Van		23,000
Computer/Phone		15,400
<i>Total Capital Outlays</i>		<u>41,900</u>
	\$	41,900
DEPARTMENT TOTAL		<u><u>\$ 540,850</u></u>

NON DEPARTMENTAL

1998 Expenditure Detail

Supplies

Office/Operating Supplies		
General Supplies-All depts	\$	20,000
Small Tools/Minor Equipment		600
Miscellaneous		800
<i>Total Supplies</i>	<u>\$</u>	<u>21,400</u>

Other Services and Charges

<i>Professional Services</i>		
ARCH	\$	100,000
Economic Development		62,500
Customer Service		20,000
Service Contracts (Computer Server Only)		6,000
Service Contracts (Copier)		6,000
Human Services Grants		81,000
Eden Support		4,000
Computer Support		8,000
Computer Systems Developmt		6,000
Internet Access & Web Page		8,000
E-Mail		3,600
	<u>\$</u>	<u>305,100</u>
<i>Communication</i>		
Postage	\$	18,000
<i>Operating Rentals</i>		
Room Lease	\$	55,000
Misc Room Rentals		1,500
	<u>\$</u>	<u>56,500</u>
<i>Insurance</i>		
WCIA Payment	\$	55,000
<i>Total Other Services and Charges</i>	<u>\$</u>	<u>434,600</u>

Intergovernmental & Interfund

<i>Intergovernmental Professional Services</i>		
AWC	\$	4,582
SCA		2,897
PSAPCA		3,952
ETP		550
PSRC		4,400
Liquor Profits/Excise (2%)		1,625
Voters Pamphlet		500
Election Costs		5,500
<i>Total Intergovernmental & Interfund</i>	<u>\$</u>	<u>24,006</u>

Capital Outlay

<i>Machinery and Equipment</i>		
City Hall Improvements	\$	30,000
Computer Upgrades		30,000
<i>Total Capital Outlays</i>	<u>\$</u>	<u>60,000</u>

Transfers

Street	\$	500,000
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Real Property	\$	20,000
Civic Center Reserve		300,000
Operational Reserve		100,000
Equipment Replacement		70,000
Debt Service		500,000

Total Transfers \$ 1,490,000

DEPARTMENT TOTAL

\$ 2,030,006

STREETS

1998 Expenditure Detail

<i>Salaries and Wages</i>			
Salaries		\$	159,223
<i>Personnel Benefits</i>			
Benefits			\$41,580
<i>Supplies</i>			
Operating Supplies			
Batteries, film	\$	75	
Gloves/uniforms		475	
Sand, Concrete		200	
General Supplies		3,150	
Signs		3,000	
Cones		500	
Barricades		750	
			\$ 8,150
Small Tools/Minor Equipment			1,750
General Miscellaneous			500
<i>Total Supplies</i>			\$ 10,400
<i>Other Services and Charges</i>			
Professional Services			
1999 Overlay Construction Design	\$	30,000	
Tree Pruning		12,000	
Street landscape Maintenance		35,000	
Misc. Prof Svcs.		85,000	
			\$ 162,000
Communication			
Radios Access	\$	240	
Cellular Phone		450	
Door hangers/Notifications		450	
Telephone		1,500	
			\$ 2,640
Travel			
Mileage	\$	100	
Meals		100	
Conferences		500	
			\$ 700
Advertising			
Bid Advertising			\$ 450
Operating Rentals			
Tool/Equip Rental			\$ 5,000
Utility Services			
Street Light Operation	\$	50,000	
Water usage		450	
			\$ 50,450
Repairs and Maintenance			
Street light repair	\$	3,500	
Equipment repair		500	
			\$ 4,000

Education/Training			
	Road and Street Maint. Conference	\$	500
	Level III Signs & Markings		500
			<u>1,000</u>
		\$	1,000
Printing			\$ 200
<i>Total Other Services and Charges</i>			<u>\$ 226,440</u>
<i>Intergovernmental and Interfund</i>			
	WART	\$13,000	
	Seal Coat	40,000	
	King County Road Contract	526,000	
	<i>Total Intergovernmental and Interfund</i>		<u>\$ 579,000</u>
<i>Interfund Payment for Service</i>			
	Vehicle		\$ 3,958
<i>Capital Outlay</i>			
Machinery and Equipment			
	New Street Lights	\$5,500	
	Computer Equip	30,650	
	<i>Total Capital Outlay</i>		<u>\$ 36,150</u>
FUND TOTAL			<u><u>\$ 1,056,751</u></u>

ARTERIAL STREETS

1998 Expenditure Detail

Other Services and Charges

Professional Services

131 Ave NE/NE 177PI	\$	35,000	
NE 177 PI (133 WS Rd)		35,000	
131 Ave NE Ped Signal		30,000	
NE 143/132 Signal		35,000	
Signal Interconnect		50,000	
SR202/SR522 I/C Ramp		150,000	
SR202/127 Intersection		100,000	
133 Ave NE (172-175) Design		50,000	
124 Ave NE (146-160) Design		50,000	
SR202/NE 145		50,000	
Wood-Duvall/140 Reconstruction		40,000	
Wood-Duvall/152		15,000	
Wood-Duvall/156 Ped Path		15,000	
Wood-Duvall/160 Intersection		15,000	
Wood-Sno Rd/200 Intersection		20,000	
Mitigation Payment Program		70,000	
		<hr/>	
	\$		760,000

Advertising

\$ 5,000

Total Services

\$ 765,000

Capital Outlay

NE 178 RR Signal	\$	240,000	
177th Improvements		60,000	
Wood-Duvall/152		250,000	
156th Ave NE Ped Path		250,000	
Wood-Duvall/160 Intersection		300,000	
		<hr/>	
Total Capital Outlay	\$		1,100,000

Total Arterial Streets

\$ 1,865,000

CONTINGENCY

1998 Expenditure Detail

(no expenditures recommended)

MITIGATION

1998 Expenditure Detail

Interfund Payments for Service

Transfer to Arterial Street Fund

\$ 510,000

FUND TOTAL

\$510,000

ADMISSION TAX

1998 Expenditure Detail

Interfund Payments for Service

Interfund Transfer

\$ 50,000

FUND TOTAL

\$50,000

DEBT SERVICE

1998 Expenditure Detail

Redemption of General Long Term Debt

Debt Service Principal/Interest

\$500,000

FUND TOTAL

\$500,000

CAPITAL IMPROVEMENT

1998 Expenditure Detail

<i>Transfers</i>	Capital Construction (Parks)	\$ 100,000
FUND TOTAL		<u>\$ 100,000</u>

SPECIAL CAPITAL IMPROVEMENT

1998 Expenditure Detail

(no expenditures recommended)

CAPITAL STREET RESERVE

1998 Expenditure Detail

<i>Transfers</i>	Arterial Street	\$ 300,000
FUND TOTAL		<u>\$ 300,000</u>

SURFACE WATER CAPITAL RESERVE

1998 Expenditure Detail

(no expenditures recommended)

CAPITAL CONSTRUCTION

1998 Expenditure Detail

Other Services and Charges

Professional Services

Wilmot Construction Mgmt. \$93,200

Woodinville Valley Trail \$39,000

Total Other Services and Charges \$132,200

Capital Outlays

Other Improvements

Wilmot Park Construction \$1,716,688

Woodinville Valley Trail 404,420

Total Capital Outlays 2,121,108

FUND TOTAL

\$2,253,308

REAL PROPERTY RESERVE

1998 Expenditure Detail

Other Services and Charges

Professional Services

\$22,500

FUND TOTAL

\$ 22,500

CIVIC CENTER

1998 Expenditure Detail

<i>Supplies</i>	\$	5,000
<i>Other Services and Charges</i>	\$	220,000
<i>Capital Outlay</i>	\$	40,000
FUND TOTAL		<u><u>\$ 265,000</u></u>

177th STREET CONSTRUCTION FUND

1998 Expenditure Detail

<i>Other Services and Charges</i>	\$	200,000
FUND TOTAL		<u><u>\$ 200,000</u></u>

SURFACE WATER MANAGEMENT

1998 Expenditure Detail

<i>Salaries and Wages</i>		\$	152,816
<i>Personnel Benefits</i>		\$	39,463
<i>Supplies</i>			
Office/Operating Supplies			
Business Cards/Forms	\$		500
Uniforms			400
Maps			750
Film/Developing			300
Misc			450
		\$	2,400
Small Tools/Minor Equipment		\$	1,800
Miscellaneous		\$	250
<i>Total Supplies</i>		\$	4,450
<i>Other Services and Charges</i>			
Professional Services			
Tree/Debris Removal	\$		4,000
Soil/Water Samples			5,000
Mapping/GIS			1,500
Ugly Ponds			10,000
Trib 87 Sedimentation			40,000
Trib 87 Urban Stream			20,000
Flow Guaging			10,000
TV Storm Lines			10,000
S/W Comprehensive Plan			65,000
On Call Services			25,000
Water Quality Reports			2,500
		\$	193,000
Communication			
Flyers	\$		350
Education material/door hangers			1,300
Miscellaneous			350
Phone			1,500
		\$	3,500
Travel			
Conferences		\$1,000	
Mileage			250
		\$	1,250
Advertising			
Bid Ads		\$	1,500
Operating Rentals			
Pager	\$		350
Rentals			1,000

Repairs and Maintenance		\$	1,350
Small Tools	\$	500	
Office Equipment		1,500	
			\$ 2,000
Education/Training			
Public Education & Programs	\$	2,500	
Storm Sewer CAD Design		1,000	
			\$ 3,500
Miscellaneous			
Sammamish Splash		2,000	
Public Education		1,000	
			\$ 3,000
<i>Total Other Services and Charges</i>		\$	209,100

Intergovernmental & Interfund

Intergovernmental Professional Services			
Drainage Maintenance - Roads	\$	217,527	
KC Surface Water Management		50,000	
Sammamish Forum		10,000	
Lake Washington Studies		4,000	
<i>Total Intergovernmental</i>			\$ 281,527

Interfund

Interfund Payments for Services			
Vehicle Use	\$	3,934	
General Funds Overhead		96,831	
<i>Total Interfund</i>			\$ 100,765

Capital Outlay

Other Improvements			
Ugly Ponds	\$	10,000	
Trib 087 Improvements		200,000	
177th Improvements		60,000	
Trib 090 Improvements		25,000	
Sammamish Tree Planting		25,000	
			\$ 320,000
Machinery and Equipment			
Radio Purchase	\$	2,000	
Office Equipment		1,000	
Software		1,000	
Water Samplers/Flow Totes		18,000	
			\$ 22,000
<i>Total Capital Outlay</i>			\$ 342,000

DEPARTMENT TOTAL

\$ 1,130,121

EQUIPMENT RENTAL

1998 Expenditure Detail

Vehicle & Public Works Equipment

Supplies

Operating Supplies	\$	4,000
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Other Services and Charges

Communication	\$2,000	
Insurance	\$600	
Repairs & Maintenance	\$6,000	
<i>Total Other Services</i>		<u>\$8,600</u>

FUND TOTAL

\$ 12,600

EQUIPMENT REPLACEMENT

1998 Expenditure Detail

Capital Outlay

Machinery and Equipment

\$20,000

UNEMPLOYMENT COMPENSATION

1998 Expenditure Detail

Unemployment Claims

\$1,000

Wilmot Trust Fund

1998 Expenditure Detail

Transfers

Capital Construction

\$ 350,000