

ORDINANCE NO. 226

AN ORDINANCE OF THE CITY OF WOODINVILLE, WASHINGTON, ADOPTING A BUDGET FOR THE CITY OF WOODINVILLE, WASHINGTON, FOR THE YEAR 1999; SETTING FORTH THE ESTIMATED REVENUES AND APPROPRIATIONS.

WHEREAS, the Wilmot Trust Fund, was established to identify and segregate donations to the Wilmot Green Gateway Park, and

WHEREAS, with the Park near completion, a fund to account for major donors, and brick and tile contributions is no longer needed, and,

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 1999, 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 \$25,775,781.

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

General Fund	\$9,040,789
Street Fund	\$1,271,613
Arterial Street	\$1,204,658
Contingency	\$ 245,515
Mitigation	\$ 524,128
Admission Tax	\$ 283,500
Debt Service	\$ 137,420
Capital Project	\$1,207,395
Special Capital Project	\$1,400,135
Capital Street Reserve	\$2,778,288
Capital Surface Water Reserve	\$1,541,547
Capital Construction	\$ 250,000
177th Street Construction	\$ 562,000
Real Property	\$ 29,502
Civic Center	\$3,533,781
Surface Water Management	\$1,308,171
Equipment Rental	\$ 101,307
Equipment Replacement	\$ 328,055
Unemployment Reserve	\$ 27,977

**Section 3.** Ordinance No. 161, which established the Wilmot Park Trust Fund is hereby repealed, and any residual funds are transferred to the Capital Construction Fund.

**Section 4.** The City 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.

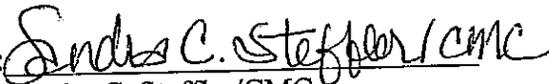
**Section 5. Effective date.** This ordinance shall be effective five (5) days after publication of an approved summary consisting of the title to this ordinance.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 14TH DAY OF DECEMBER, 1998.

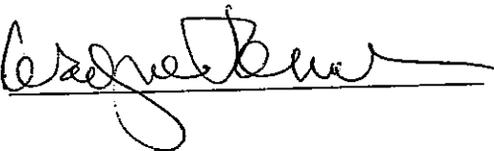
APPROVED:

  
\_\_\_\_\_  
Donald J. Brocha, Mayor

ATTEST/AUTHENTICATED:

By:   
Sandra C. Steffler/CMC  
City Clerk

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY

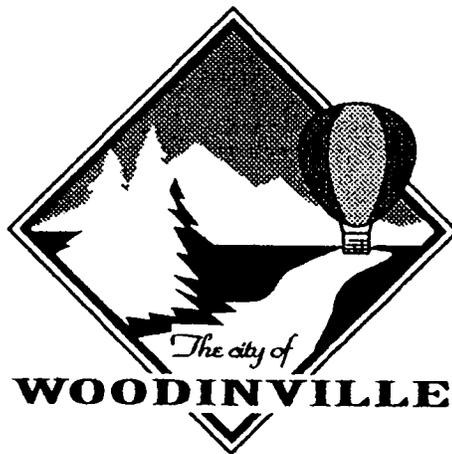
By: 

FILED WITH THE CITY CLERK: 12-14-98  
PASSED BY THE CITY COUNCIL: 12-14-98  
PUBLISHED: 12-21-98  
EFFECTIVE DATE: 12-20-98  
ORDINANCE NO. 226

# Woodinville

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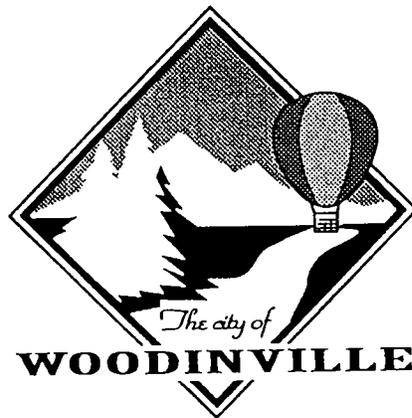
## CITY MANAGER'S 1999 RECOMMENDED BUDGET



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

# **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  
Randy Ransom  
Carol Bogue**

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**October 29, 1998**

**To: City Council**  
**From: Jim Katica, Interim City Manager**  
**Re: 1999 Budget Message**

1998 has proved to be a year of changes and challenges, for both the City Council and staff. New cities often experience difficulties with maturation, and Woodinville has not been immune to the trials of adolescence. 1999 will take us to the seventh year as a City, and with another year of learning, growing, and experience behind us, we look to the last year of this century as the foothold to propel us to the 21st century.

To describe all that was accomplished in 1998 by the small, but dedicated group of employees, would make the Budget Message quite lengthy. The synopsis that follows will give readers a flavor of the accomplishments and expectations for our Departments.

#### **City Council**

Adopting a myriad of ordinances and resolutions, appointing, proclaiming, and congratulating was a small piece of the Council's 1998 activities. A City Manager was terminated, and the search for a replacement was a top priority.

In 1999, the Council will address all of the issues that are described in the department budgets, and will determine a course of action for a City Hall/Civic Center. We have outgrown our leased space, and must decide on our more permanent home. To help accomplish this task, the Council established the Civic Center Fund.

#### **Executive Department**

Although the Executive Department lost key positions mid-year, the Department continued through 1998 with the many tasks at hand. Responsible for Public Information, the Executive Department launched the new web page for City government. 1999 will be a year to continue with the development of the web page, the Travelers' Information Radio broadcasts, and the City newsletter. The Executive Department will be redrafting and reworking the Emergency Management Plan, and staff lead for personnel issues such as organizational and compensation studies.

#### **Administration**

Records management has been a major task for the Administrative Services Department, and in 1998, our records are now being microfiched for security and reference use. The

Department published the Final Budget for 1998, and looks forward to similar tasks for the 1999 budgets.

1999 goals include the implementation of a Wellness Program, financial software upgrades to work thorough the Year 2000 issues, and implementation of a business registration program.

### **Community Development Department**

In 1998, the Community Development Department implemented a tree retention program, amended the Comprehensive Plan, instituted a Sign Code program, and drafted a Community Urban Forestry Plan.

The Census 2000 and the joint City-County and ARCH affordable housing project are only a couple of the issues that the Community Development Department will address in the 1999 budget year.

### **Permit Center**

The last two years have seen Woodinville's assessed valuation increase \$60 million from new construction. The Permit Center has handled the permitting of all of the development, and in 1998 implemented a new permit tracking program.

1999 will continue with the training of all staff on the software. Using contract employees in past years, the Permit Center will fill some of those positions with full time employees to provide an even better level of service to the citizens and business community.

### **Parks and Recreation**

In 1998, the Woodinville Valley Trail and Wilmot Park will be completed. In addition to Wilmot Park, DeYoung Park was dedicated. The capital investment in parks has been a priority with the Council, and for a City less than seven years old, we can be proud of our progress. The Parks and Recreation Department also continues to provide a variety of recreational programs to the citizens.

In 1999, Parks and Recreation will begin to address the many operational aspects of our parks, and continue to nurture recreational programs and special events that bring our community together.

### **Public Works Department**

The Public Works Department lost key individuals early in the year, yet through the tireless efforts of the remaining staff, coupled with the help of engineering firm CH2MHill, the Department accomplished much. Adopting a Six Year C.I.P., developing

a pavement management system, and completing several street projects are a few of the accomplishments of the Public Works Department in 1998.

In 1999, the Department looks forward to administering the Capital Improvement Program, developing a Transportation Plan, and addressing sidewalk and overlay issues throughout the City.

### **Law Enforcement**

1998 brought Woodinville a new Chief, Sergeant Ken Wardstrom, who helped improve our police services by instituting 24 hour coverage, establishing a noise ordinance, and a false alarm ordinance.

In 1999, the Department will increase the bike patrol, enhance community policing and continue with the very successful Citizens' Academy Program.

### **In Summary**

The City Manager's Recommended Budget begins 1999 with a balance of \$12.7 million, and ends 1999 with about \$12.8 million. The document addresses the issues of infrastructure by allocating \$2.7 million for street maintenance, design, and construction, and is poised to address the future costs of the Capital Improvement Plan, a document that identifies approximately \$34.2 million in projects over the next six years. Our investment in the City's infrastructure and facilities will parallel the investments of the business community. To remain viable, our infrastructure must accommodate our growth. We are a partnership with the citizens and the business community.

The 1999 Recommended Budget will fill critical positions to help shoulder the tasks that lay before us. We will strive to provide a level of service that may not be expected from a municipality. Our goal is to be better than the best.



## Revenue Summary: Sources of Revenue for the 1999 Budget

Beginning the year with \$12.7 million, the 1999 budget has an additional \$9.9 million in revenue from new sources, and about \$2.3 million in money being transferred from one fund to another. A summary of revenue by fund type follows.

### General Fund Revenue

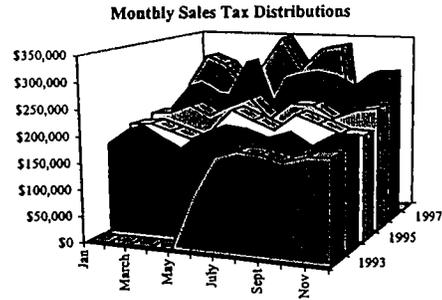
For 1999, the General Fund is forecasted to have a beginning balance of \$1.7 million and receive about \$7.1 million in new revenue. A short description of the sources follows.

### Sales Tax

Woodinville will receive \$5.8 million in tax revenue, with the bulk coming from sales taxes. Sales tax revenue will provide 54% of all General Fund "new revenue". Although there is some concern over the economy in the third and fourth quarters of 1999, we are forecasting a 10% increase over 1998 estimated revenue. The development of the TRF shopping area should compensate for any shortfalls in other sales tax categories we may face in late 1999.

51% of sales tax revenue is attributed to retail sales, 19% from construction related activities, with manufacturing, services and all other categories at about 10% each.

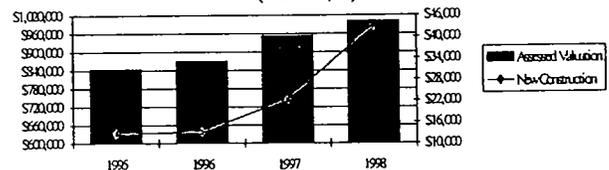
The following graph shows monthly sales tax distributions since incorporation.



### Property Tax

The City has maintained a property tax rate of approximately \$1.60 per thousand dollars of assessed value. With an assessed valuation of about \$1.03 billion, the City has the authority to raise the rate to about \$2.08.

Assessed Valuation and New Construction: 1995-1998  
(Values x \$1,000)



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
<b>Total</b>	<b>\$15.37727</b>

### **Licenses & Permits**

Licensing and permitting activity is anticipated to decrease slightly from the level of activity expected in 1998.

### **Intergovernmental**

Intergovernmental revenue includes grant revenue associated with the General Fund, such as Commuter Trip Reduction grants, and recycling 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, recreation 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 are expected to yield about \$27,000.

### **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 \$249,000 from gas tax and licensing fees, with \$350,000 in transfers from the General Fund, a small amount of interest income, and the balance of revenue from the expected beginning fund balance (\$623,000). The **Arterial Street Fund** will receive about \$74,000 from gas tax, and the balance is from a General Fund transfer (\$950,000) and the beginning balance (\$171,000). The **Mitigation Fund** will receive \$25,000 in interest income from the beginning balance of \$499,000. The **Admission Tax Park Capital Fund** will receive about \$200,000 in admission tax, and \$13,000 in interest. It is expected to have a beginning balance of \$70,500. The **Contingency**, will only have interest income.

### **Debt Service Fund**

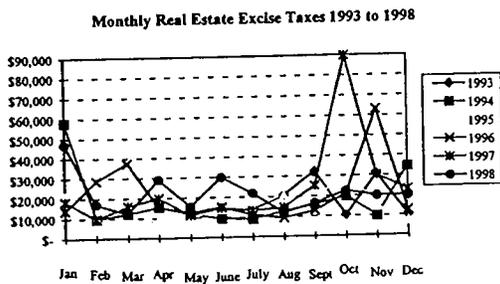
Budgeted for 1999 is a \$137,420 General Fund transfer to pay the debt service costs from existing councilmanic bonds. The City has no General Obligation bonds outstanding.

### **Capital Funds**

There are seven capital funds: the **Capital Project, Special Capital Project, Street Capital Project, Surface Water Capital Fund, Real Property, 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 \$250,000 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 Civic Center Fund was established to set aside money for costs associated with the purchase and maintenance of the Sorenson school site. Revenue is forecasted at \$800,000 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. 1999 utility tax revenue is anticipated to be about \$350,000.

### 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 \$785,000 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 four 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.

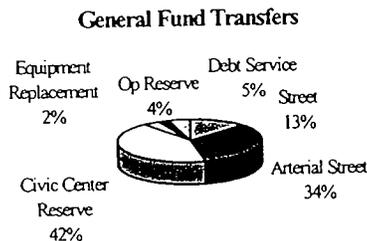


## Expenditure Summary: Uses of Revenue for the 1999 Budget

1999 expenditures are recommended at about \$9.6 million dollars for all operational costs and capital projects. A summary of expenditures by fund type follows.

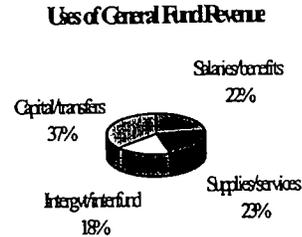
### General Fund Expenditures

Eleven departments comprise the General Fund budget, and each is discussed in greater detail in the Expenditure Detail section of the budget. The General Fund final budget has expenditures of \$7,951,260, of which \$187,480 is capital outlays. The largest department budget, at \$3 million, is the Non Departmental budget, with \$2.9 million transferring to other funds.



Included in the transfers is \$1,320,000 for streets, and \$137,000 for debt service on both existing councilmanic bonds. There is an additional \$1,200,000 set aside for the City Hall/ Civic Center.

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



Services is seen as the largest cost of the General Fund, reflecting Woodinville's "contract city" status. Salaries and benefits are at \$1.9 million, and intergovernmental expenses are budgeted at \$1.5 million, the largest part of which is paid for police services.

### Special Revenue Funds

The Street (maintenance) and Arterial Street (construction) funds account for \$2.4 million in expenditures, or about 25% of the \$9.6 million in expenditures. The Mitigation and Contingency Funds are not expected to have expenses. The Admission Tax Park Capital Fund may be used, but is not budgeted at this time.

### Debt Service Fund

The City purchased property from Leisure Care, and financed the purchase with councilmanic bonds. Debt Service on these bonds is \$137,420 for 1999.

### Capital Funds

Of the seven capital funds, only the 177th Street Fund will incur expenses in 1999. This fund, established with utility taxes, will be used to begin preliminary engineering on the 177th Street construction projects.

## Enterprise Fund

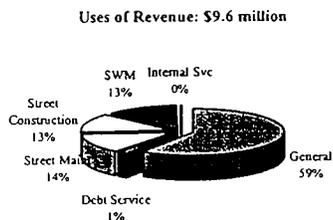
The Surface Water Maintenance Fund is our enterprise fund that assesses fees to cover the costs of the many surface water issues that face the City each year.

In 1999, the Surface Water fund will incur the expense of drafting the SWM comprehensive plan, a project anticipated to cost approximately \$300,000.

## 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 include the costs of insurance, gas, and vehicle maintenance. The replacement fund pays the costs of capital equipment replacement.

**Total expenditures for all funds is \$9.6 million dollars and shown below broken into the major funds/uses.**



## ***General Fund Revenue***

### **Beginning Balance**

The General Fund is forecasted to have a beginning fund balance of \$1.7 million, and aside from tax revenue, this represents one of the largest "sources" of revenue for expenditures in the 1999 budget.

### **Taxes**

The property tax rate is expected to remain at \$1.60 per thousand dollars of assessed value, and should yield \$1,668,000, with new construction estimated at \$30 million for 1999. Sales tax revenue has increased steadily and is forecasted at \$3.8 million for 1999. Construction activity is the second largest sales tax generator, and though we project a slight down turn in the second half of 1999, retail sales from the TRF development should cover and provide a strong base. Gambling and Cable TV franchise fees are expected to remain fairly stable.

### **Licenses and Permits**

Permitting activity is anticipated to be somewhat slower in 1999, with the most of the construction in the TRF development and Brittany Park being completed in late 1998 and early 1999. There are fewer industrial sites available, and the banking industry may require more assurances of leased space before lending money for larger projects.

### **Intergovernmental**

Grant money and revenue distributed by the state on a per capita basis is expected to be slightly higher than 1998. Although there has been a strong economy in Washington State, the proliferation of new cities has divided the money to more entities.

### **Charges for Services**

Up slightly over 1998, most of the revenue is generated from plan check fees and charges to the Surface Water fund for overhead costs.

### **Fines**

Only a fraction of General Fund revenue is generated by traffic and parking fines.

### **Miscellaneous**

Investment interest, estimated at about 5.5%, sales tax interest provided by the State, and donations for the fireworks display are the sources of miscellaneous revenue.

## General Fund Revenue

	1998 Budget	Year End Estimate	1999 Budget
<b>Beginning Balance</b>	<b>\$ 839,141</b>	<b>\$ 1,366,205</b>	<b>\$ 1,763,558</b>
<b>Taxes</b>			
Property	1,602,000	1,602,000	1,668,000
Sales	3,124,000	3,500,000	3,850,000
Sales-Criminal Justice	175,000	179,000	180,000
Cable TV	68,000	60,000	60,000
Gambling	68,000	70,000	70,000
<b>Subtotal Taxes</b>	<b>\$ 5,037,000</b>	<b>\$ 5,411,000</b>	<b>\$ 5,828,000</b>
<b>Licenses &amp; Permits</b>			
Building	229,000	250,000	240,000
Plumbing	11,500	28,000	24,000
Grading	900	500	500
Demolition	-	-	300
Mechanical	9,000	20,000	18,000
Fire Alarm	1,700	1,700	2,000
Sprinkler	1,400	1,400	1,500
Site Development	43,800	16,000	18,000
Animal	800	700	500
Right of Way Permit	26,200	22,000	20,000
Misc Permits & Fees	1,000	500	500
<b>Subtotal Licenses &amp; Permits</b>	<b>\$ 325,300</b>	<b>\$ 340,800</b>	<b>\$ 325,300</b>
<b>Intergovernmental</b>			
State Grants	34,000	40,000	40,000
Camper Excise	3,039	2,000	3,000
MVET	131,893	122,055	132,000
Liquor Excise Tax	30,593	30,000	30,600
Liquor Board Profits	60,780	55,000	61,000
Motor Vehicle Crime Justice	41,667	42,000	53,000
Interlocal Grants	18,000	12,000	12,000
Miscellaneous Intergov. Revenue	-	500	500
<b>Subtotal Intergovernmental</b>	<b>\$ 319,971</b>	<b>\$ 303,555</b>	<b>\$ 332,100</b>
<b>Charges for Services</b>			
Dis/Muni Court Records	700	300	-
Sales of Publications	2,000	3,000	3,000
UFC Permit Fees	6,000	6,000	6,000
Overhead Charges (SWM)	96,831	96,831	96,831
Recreation Charges	8,000	50,000	63,000
Zoning & Subdivision	30,000	50,000	50,000
Plan Check Fee	268,400	280,000	280,000
Other Planning Fees & Chgs	1,000	1,000	1,000
<b>Subtotal Charges for Services</b>	<b>\$ 412,931</b>	<b>\$ 487,131</b>	<b>\$ 499,831</b>
<b>Fines</b>			
Traffic Infraction	25,000	18,000	18,000
Parking Infraction	6,000	6,000	4,000
Miscellaneous Fines & Forfeits	10,000	5,000	5,000
Other	-	-	-
<b>Subtotal Fines</b>	<b>\$ 41,000</b>	<b>\$ 29,000</b>	<b>\$ 27,000</b>
<b>Miscellaneous</b>			
Investment Interest	60,000	110,000	80,000
Sales Tax Interest	12,000	13,000	13,000
Donations from Private Sources	12,000	12,000	12,000
Other	-	-	-
<b>Subtotal Miscellaneous</b>	<b>\$ 84,000</b>	<b>\$ 135,000</b>	<b>\$ 105,000</b>
<b>Total General Fund Revenue</b>	<b>\$ 6,220,202</b>	<b>\$ 6,706,486</b>	<b>\$ 7,117,231</b>
<b>Total Available</b>	<b>\$ 7,059,343</b>	<b>\$ 8,072,691</b>	<b>\$ 8,880,789</b>

## *Special Revenue Funds*

Woodinville has six Special Revenue Funds to account for the proceeds of specific revenue sources legally restricted to expenditures for specific purposes. They are:

- Street
- Arterial Street
- Contingency
- Mitigation
- Admission Tax

### **Street Fund**

The Street Fund is charged with the maintenance of City streets. Although the annual cost of this function exceeds \$1 million, Woodinville receives just under \$250,000 from State Shared revenue, gas tax and vehicle licensing fees that are distributed on a per capita basis. The balance of sources for the Street Fund are from the beginning fund balance (\$622,813) and a transfer from the General Fund of \$370,000.

### **Arterial Street Fund**

The Arterial Street Fund was established to account for the capital projects associated with Woodinville streets and identified in the Capital Improvement Program. Receiving only \$74,000 from gas tax revenue, the balance of 1999 sources is from a beginning balance (\$170,000), and a General Fund transfer (\$950,000).

### **Contingency Fund**

Established to handle any unforeseen expenses, the Contingency Fund will carry over \$233,000 from 1998, and earn \$12,000 in interest income.

### **Mitigation Fund**

The Mitigation Fund receives revenue from developers who are asked to share in the anticipated improvement costs that their particular project may have on City infrastructure. Presently, we are unsure of any developments that may impact the infrastructure, so the only sources of revenue at this time are the beginning balance (\$499,128) and interest revenue of \$25,000. Revenue for anticipated projects stays in the Mitigation Fund until the time the project is completed. At that time, the needed money is transferred to the fund charged with the construction project.

### **Admission Tax Fund**

The Admission Tax Fund, created for parks capital projects, will receive \$200,000 in revenue from the 5% tax on admission to events (primarily from the theater at this time). The fund is also anticipated to earn about \$13,000 in interest revenue and begin the year with \$70,500.

## Special Revenue Funds

### Street (Maintenance)

	1998 Budget	Year End Estimate	1999 Budget
<b>Beginning Balance</b>	<b>\$ 412,316</b>	<b>\$ 780,561</b>	<b>\$ 622,813</b>
<b>Intergovernmental</b>			
Vehicle Licences	85,000	82,000	90,000
Gas Tax	156,000	145,000	158,800
<b>Subtotal Intergovernmental</b>	<b>241,000</b>	<b>227,000</b>	<b>248,800</b>
<b>Miscellaneous</b>			
Investment Interest	10,000	50,000	30,000
<b>Non-Revenues</b>			
Operating Transfer In (General Fund)	500,000	500,000	370,000
<b>Total Revenue</b>	<b>751,000</b>	<b>777,000</b>	<b>648,800</b>
<b>Total Available</b>	<b>\$ 1,163,316</b>	<b>\$ 1,557,561</b>	<b>\$ 1,271,613</b>

### Arterial Street Fund (Construction)

	1998 Budget	Year End Estimate	1999 Budget
<b>Beginning Balance</b>	<b>\$ 878,409</b>	<b>\$ 1,255,658</b>	<b>\$ 170,658</b>
<b>Intergovernmental</b>			
Grants	175,000	-	-
Gas Tax	73,000	73,000	74,000
<b>Subtotal Intergovernmental</b>	<b>248,000</b>	<b>73,000</b>	<b>74,000</b>
<b>Miscellaneous</b>			
Contributions (Developer improvements)	-	-	-
Investment Interest	10,000	58,000	10,000
<b>Subtotal Miscellaneous</b>	<b>10,000</b>	<b>58,000</b>	<b>10,000</b>
<b>Other Financing Sources</b>			
Transfer In (Mitigation)	510,000	395,000	
Transfer In (General Fund)			950,000
Transfer In (Street Reserve)	300,000		
Transfer In (REET)			
<b>Subtotal Other Financing</b>	<b>810,000</b>	<b>395,000</b>	<b>950,000</b>
<b>Total Revenue</b>	<b>1,068,000</b>	<b>526,000</b>	<b>1,034,000</b>
<b>Total Available</b>	<b>\$1,946,409</b>	<b>\$1,781,658</b>	<b>\$1,204,658</b>

## Special Revenue Funds

### Contingency

	1998 Budget	Year End Estimate	1999 Budget
Beginning Balance	\$ 445,143	\$ 445,907	\$ 233,515
Miscellaneous Investment Interest	28,000	25,000	12,000
Contingency Fund	<u>\$ 473,143</u>	<u>\$ 470,907</u>	<u>\$ 245,515</u>

### Mitigation

	1998 Budget	Year End Estimate	1999 Budget
Beginning Balance	\$ 829,939	\$ 849,128	\$ 499,128
Charges for Services Mitigation	-	-	-
Miscellaneous Investment Interest	5,500	45,000	25,000
Mitigation Fund	<u>\$ 835,439</u>	<u>\$ 894,128</u>	<u>\$ 524,128</u>

### Admission Tax Park Capital Fund

	1998 Budget	Year End Estimate	1999 Budget
Beginning Balance	\$0	\$0	\$ 70,500
Taxes Admission Tax	50,000	120,000	200,000
Miscellaneous Investment Interest	-	500	13,000
Total Revenue	<u>50,000</u>	<u>120,500</u>	<u>213,000</u>
Total Available	<u>\$ 50,000</u>	<u>\$ 120,500</u>	<u>\$ 283,500</u>



## *Debt Service*

The City's Debt Service fund receives a transfer from the General Fund to pay the principle and interest costs on the outstanding bond obligation. The City purchased 3+ acres of property for future use, and the Debt Service fund will receive a General Fund transfer of \$137,420 to pay the debt service (interest and principle) costs.

### DEBT SERVICE FUND

	1998 Budget	Year End Estimate	1999 Budget
Beginning Balance	\$0	\$52	\$0
Other Financing Sources			
Transfers In	\$500,000	\$140,118	\$137,420
Debt Service Fund	\$500,000	\$140,170	\$137,420



## ***Capital Funds***

There are currently seven capital funds budgeted for 1999. Capital Project Funds account for financial resources to be used for the acquisition or construction of major capital facilities. The seven funds are:

- Capital Projects
- Special Capital Projects
- Street Reserve
- Surface Water Management Reserve
- 177th Street
- Real Property
- Civic Center

### **Capital Projects/ Special Capital Projects**

The Capital Projects and Special Capital Projects each receive tax revenue of 1/4 of 1% of the sale price of real property transactions that occur in the City. Although sales of property have been relatively stable, occasionally a large parcel or commercial transaction will sell, and each fund will benefit by an amount that was not expected. Forecasts are made based on the assumption that these events will not take place.

The 1999 budget has each fund forecasted to receive \$250,000 from the real estate excise tax (commonly referred to as REET), which would project property sales of \$100 million in the City.

### **Street Reserve**

The Street Reserve was established with surplus money from the General Fund. The estimated beginning balance of \$2.6 million should generate \$140,000 in interest revenue.

### **Surface Water Reserve**

The Surface Water Reserve was established with surplus money from the Surface Water Management fund. Similar to the Street Reserve, the beginning balance of \$1,466,000 should generate \$75,000 in interest revenue.

**177th Street Construction**

The 177th Street Construction fund receives utility tax revenue from the recently imposed taxes on natural gas, electricity, telephone and solid waste utilities. The forecast anticipates \$350,000 in utility tax revenue and \$12,000 in interest income.

**Real Property Reserve**

The Real Property Reserve Fund receives a small amount of revenue from the rental of City property. In 1999 we are anticipating \$6,000 from renting City property to Brittany Park for staging their construction equipment during phase two of their project. There is also a small amount (\$1,000) of interest income and a beginning balance of \$22,500.

**Civic Center**

The Civic Center fund, established to set money aside for a future City Hall/Civic Center, has received all of its revenue from General Fund transfers. In 1999, the General Fund will transfer \$1,200,000. The fund will have a beginning balance of nearly \$2.2 million and interest revenue of \$150,000.

## Capital Improvement Funds

<b>CAPITAL PROJECT</b>	<b>1998 Budget</b>	<b>Year End Estimate</b>	<b>1999 Budget</b>
<b>Beginning Balance</b>	\$ 492,838	\$ 769,395	\$ 907,395
<b>Taxes</b>			
Real Estate Excise Tax	180,000	223,000	250,000
<b>Miscellaneous</b>			
Investment Interest	35,000	50,000	50,000
<b>Total Revenue</b>	<u>215,000</u>	<u>273,000</u>	<u>300,000</u>
<b>Total Available</b>	<u>\$ 707,838</u>	<u>\$ 1,042,395</u>	<u>\$ 1,207,395</u>
<b>SPECIAL CAPITAL PROJECT</b>			
	<b>1998 Budget</b>	<b>Year End Estimate</b>	<b>1999 Budget</b>
<b>Beginning Balance</b>	\$ 717,795	\$ 829,135	\$ 1,100,135
<b>Taxes</b>			
Real Estate Excise Tax	180,000	223,000	250,000
<b>Miscellaneous</b>			
Investment Interest	39,000	48,000	50,000
<b>Total Revenue</b>	<u>219,000</u>	<u>271,000</u>	<u>300,000</u>
<b>Total Available</b>	<u>\$ 936,795</u>	<u>\$ 1,100,135</u>	<u>\$ 1,400,135</u>
<b>CAPITAL STREET RESERVE</b>			
	<b>1998 Budget</b>	<b>Year End Estimate</b>	<b>1999 Budget</b>
<b>Beginning Balance</b>	\$ 2,797,285	\$ 2,788,288	\$ 2,638,288
<b>Miscellaneous</b>			
Investment Interest	119,000	150,000	140,000
<b>Other Financing Sources</b>			
Operating Transfer In	-	-	-
<b>Capital Street Reserve</b>	<u>\$ 2,916,285</u>	<u>\$ 2,938,288</u>	<u>\$ 2,778,288</u>

## Capital Improvement Funds

### SURFACE WATER CAPITAL RESERVE

	1998 Budget	Year End Estimate	1999 Budget
<b>Beginning Balance</b>	<b>\$ 1,036,510</b>	<b>\$ 1,396,547</b>	<b>\$ 1,466,547</b>
Miscellaneous Investment Interest	66,000	70,000	75,000
<b>Surface Water Capital Reserve</b>	<b>\$ 1,102,510</b>	<b>\$ 1,466,547</b>	<b>\$ 1,541,547</b>

### 177th STREET CONSTRUCTION FUND

	1998 Budget	Year End Estimate	1999 Budget
<b>Beginning Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$ 200,000</b>
Taxes Utility Tax	-	200,000	350,000
Miscellaneous Investment Interest	-	300	12,000
<b>Total Revenue</b>	<b>-</b>	<b>200,300</b>	<b>362,000</b>
<b>Total Available</b>	<b>\$0</b>	<b>\$ 200,300</b>	<b>\$ 562,000</b>

### REAL PROPERTY RESERVE

	1998 Budget	Year End Estimate	1999 Budget
<b>Beginning Balance</b>	<b>\$ 2,865</b>	<b>\$ 17,802</b>	<b>\$ 22,502</b>
Miscellaneous Investment Interest	-	1,200	1,000
Rental Income	-	6,000	6,000
Subtotal Misc.	-	7,200	7,000
Other Financing Sources Operating Transfer In	20,000	20,000	-
<b>Total Revenue</b>	<b>20,000</b>	<b>27,200</b>	<b>7,000</b>
<b>Total Available</b>	<b>\$ 22,865</b>	<b>\$ 45,002</b>	<b>\$ 29,502</b>

### CIVIC CENTER FUND

	1998 Budget	Year End Estimate	1999 Budget
<b>Beginning Balance</b>	<b>\$0</b>	<b>\$ 1,773,781</b>	<b>\$ 2,183,781</b>
Miscellaneous Investment Interest	-	110,000	150,000
Other Financing Sources Operating Transfer In	300,000	300,000	1,200,000
<b>Total Revenue</b>	<b>300,000</b>	<b>410,000</b>	<b>1,350,000</b>
<b>Total Available</b>	<b>\$ 300,000</b>	<b>\$ 2,183,781</b>	<b>\$ 3,533,781</b>

## ***Enterprise Fund***

Enterprise funds are established for government activities that are financed and operated in a manner similar to a private business. The costs of providing goods and services to the public are financed through user charges. The City of Woodinville has one Enterprise Fund:

- Surface Water Management Fund

### **Surface Water Management Fund**

Its purpose is to promote public health and safety by controlling the quality and quantity of surface water runoffs, maintaining and enhancing the natural drainage system, and protecting the public during major floods.

Surface water assessments are determined by the degree of surface water runoffs. This is based on the percentage of impervious surfaces and total acreage of a particular parcel. The utility assessments are collected by the County and remitted to the City on a monthly basis. In 1999, the City of Woodinville forecasts \$785,000 in surface water drainage fees and \$25,000 in interest income, with a beginning balance of \$498,171.

# Enterprise Fund

## SURFACE WATER MANAGEMENT

	<b>1998 Budget</b>	<b>Year End Estimate</b>	<b>1999 Budget</b>
<b>Beginning Balance</b>	<b>\$ 460,144</b>	<b>\$ 512,059</b>	<b>\$ 498,171</b>
<b>Charges for Services</b>			
Storm Drainage Fees & Charges	780,000	770,000	785,000
<b>Miscellaneous</b>			
Investment Interest	20,000	30,000	25,000
<b>Total Revenue</b>	<b>800,000</b>	<b>800,000</b>	<b>810,000</b>
<b>Total Available</b>	<b>\$ 1,260,144</b>	<b>\$ 1,312,059</b>	<b>\$ 1,308,171</b>

## ***Internal Service Funds***

Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments of the City.

Three Internal Service Funds are budgeted.

- Equipment Rental Fund
- Equipment Replacement Fund
- Unemployment Compensation Fund

### **Equipment Rental Fund**

The Equipment Rental Fund accounts for the cost of maintaining and replacing all City vehicles when needed. The beginning balance of \$71,752 in 1999 consists mostly of funds carried over from the previous year. All costs, which includes gas, repairs, depreciation, insurance and replacement of vehicles at the end of its useful life, are included in establishing the rate charged to each department. This rate increased from \$18,955 in 1998 to \$26,055 in 1999 due to the purchase of two new vehicles in 1998.

### **Equipment Replacement Fund**

The amount budgeted in this account varies from year to year based on capital expenditures scheduled. Starting with a beginning balance of \$218,055, a transfer of \$100,000 from the General Fund and interest income of \$10,000 is budgeted for 1999.

### **Unemployment Compensation Fund**

The Unemployment Compensation Fund is used to pay for unemployment claims against the City which is covered through investment income revenue. The fund is anticipated to earn \$1,500 in interest revenue and begin the year with \$26,477.

## Internal Service Funds

### EQUIPMENT RENTAL

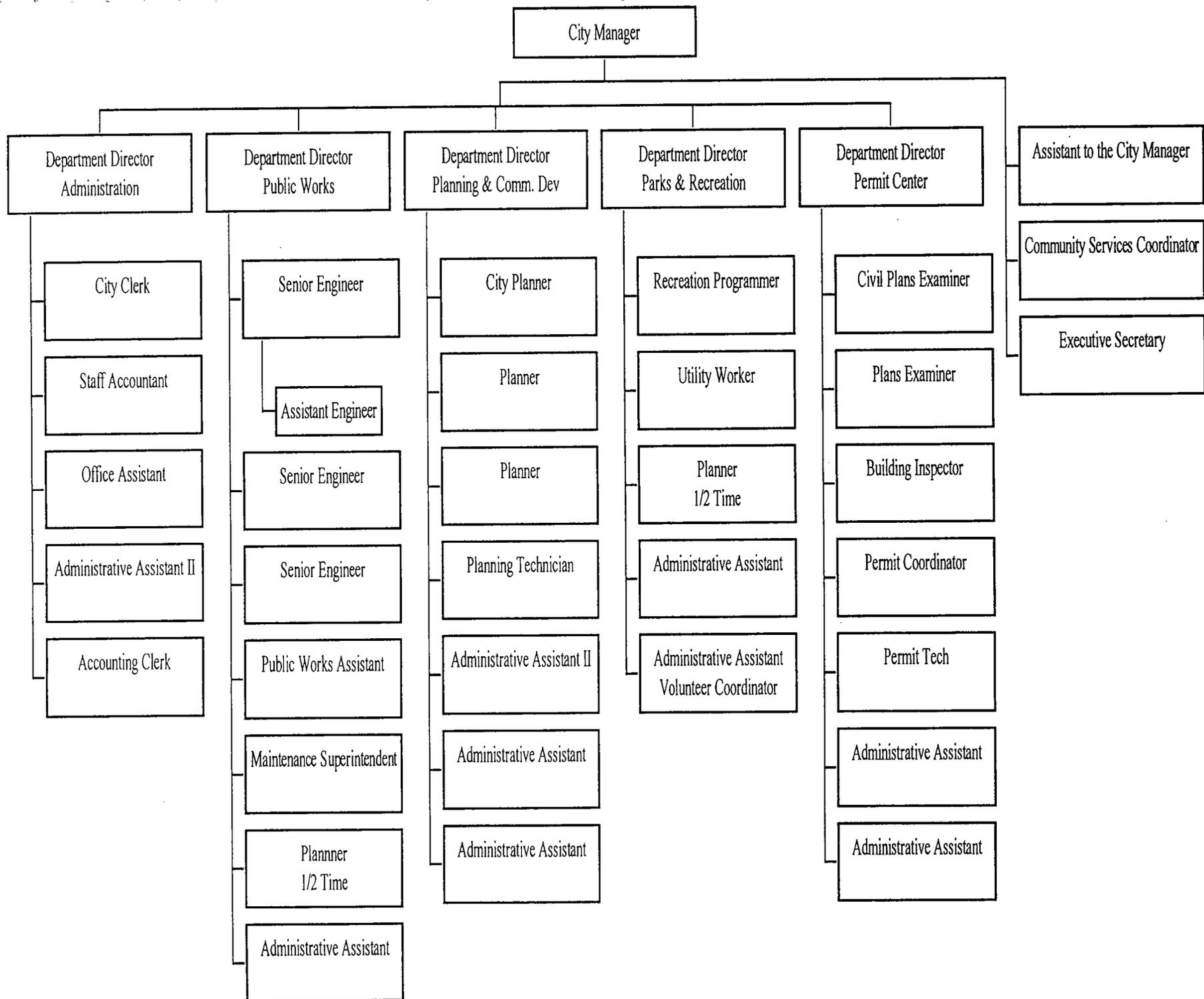
	1998 Budget	Year End Estimate	1999 Budget
Beginning Balance	\$ 60,000	\$ 59,897	\$ 71,752
Miscellaneous Investment Interest	2,000	3,000	3,500
Other Financing Sources Charges for Service	18,955	18,955	26,055
Total Revenue	20,955	21,955	29,555
Total Available	<u>\$ 80,955</u>	<u>\$ 81,852</u>	<u>\$ 101,307</u>

### EQUIPMENT REPLACEMENT

	1998 Budget	Year End Estimate	1999 Budget
Beginning Balance	\$ 150,000	\$ 145,055	\$ 218,055
Miscellaneous Investment Interest	8,000	8,000	10,000
Other Financing Sources Operating Transfer In	70,000	70,000	100,000
Total Revenue	78,000	78,000	110,000
Total Available	<u>\$ 228,000</u>	<u>\$ 223,055</u>	<u>\$ 328,055</u>

### UNEMPLOYMENT COMPENSATION FUND

	1998 Budget	Year End Estimate	1999 Budget
Beginning Balance	\$ 29,500	\$ 29,877	\$ 26,477
Miscellaneous Investment Interest	-	1,600	1,500
Other Financing Sources Operating Transfer In	-	-	-
Unemployment Fund	<u>\$ 29,500</u>	<u>\$ 31,477</u>	<u>\$ 27,977</u>





## ***CITY COUNCIL***

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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.

### **1998 Accomplishments:**

- Donald J. Brocha elected as Mayor
- Scott Hageman elected as Deputy Mayor
- Designated first Heritage Trees
- Established Funding for 177th Street Corridor
  - Adopted: Sign Code Amendments
  - Comprehensive Plan Amendments
  - Parks Pro Plan
  - Capital Improvement Program
  - 1999-2004 Transportation Improvement Program
- Awarded Bids: Woodinville Valley Trail
  - Wilmot Gateway Park
  - Woodinville-Duvall Road Projects

### **1999 Goals:**

Institute Impact Fees  
Establish a Comprehensive Transportation Strategy  
Develop a City Hall/Civic Center Strategy

**Capital Request:** \$15,000 has been budgeted for the purchase of computers and related software.

### **Woodinville 1999 Councilmembers**

Donald Brocha, Mayor  
Scott Hageman, Deputy Mayor  
Randy Ransom  
Barbara Solberg  
Carol Bogue  
Bob Miller  
Marsha Engel

**Council****Department Summary**

	<b>1995</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Recommendation</b>
Salaries	\$34,800	\$34,800	\$34,800	\$34,800	\$34,800
Benefits	\$1,752	\$1,451	\$12,804	\$4,362	\$4,362
Supplies	\$1,300	\$391	\$1,641	\$1,500	\$2,500
Services	\$11,500	\$21,117	\$55,225	\$50,500	\$54,500
Capital Outlay	\$0	\$0	\$0	\$7,500	\$15,000
<b>Department Total</b>	<b>\$49,352</b>	<b>\$57,759</b>	<b>\$104,469</b>	<b>\$98,662</b>	<b>\$111,162</b>

# COUNCIL

## 1999 Expenditure Detail

<i>Salaries and Wages</i>		
Salaries		\$ 34,800
<i>Personnel Benefits</i>		
Benefits		\$ 4,362
<i>Supplies</i>		
Office/Operating Supplies		
General		\$ 2,500
<i>Other Services and Charges</i>		
Professional Services		
Council Retreat	\$ 6,000	
Other Consulting	32,000	
Leadership Institute	500	
	<u>          </u>	38,500
Travel		
AWC Conference (lodging)	\$ 3,500	
Council Retreat	5,200	
AWC Conference (travel/meals)	2,500	
Travel to local meetings	1,500	
	<u>          </u>	12,700
Education/Training		
Conference Registrations	\$ 2,450	
Miscellaneous Training	850	
	<u>          </u>	3,300
<i>Total Other Services and Charges</i>		\$ 54,500
<i>Capital Outlays</i>		
Machinery and Equipment		
Computer/software		\$ 15,000
<b>DEPARTMENT TOTAL</b>		<u><u>\$ 111,162</u></u>



**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, and 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.

**Legal**  
Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Services	\$133,168	\$75,138	\$142,201	\$180,000	\$250,000
<b>Department Total</b>	<b>\$133,168</b>	<b>\$75,138</b>	<b>\$142,201</b>	<b>\$180,000</b>	<b>\$250,000</b>

**LEGAL**

1999 Expenditure Detail

*Other Services and Charges*

City Attorney services

\$ 250,000



## ***EXECUTIVE DEPARTMENT***

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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:* Hire Assistant to the City Manager

*Capital Requests:* None recommended

### **1998 Accomplishments**

- First full year of Woodinville's radio station (Traveler's Information Station)
- Woodinville Web Page came on line in September
- Worked and continue to work through WHS Parking issues
- Published 6 issues of the newsletter, the City Chronicle
- Served as a member on the Chamber of Commerce Board of Directors
- Continued computer support for all Departments
- Drafted and implemented Code Enforcement

### **1999 Goals**

- Redraft the Emergency Management Plan
- City Organizational Study
- Compensation Study
- Focus on Human Resource issues
- Prepare for Y2K issues

## Executive

### Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Salaries	\$113,404	\$138,831	\$211,010	\$220,581	\$202,896
Benefits	\$22,688	\$29,030	\$43,452	\$56,346	\$63,544
Supplies	\$850	\$559	\$2,578	\$6,000	\$8,000
Services/Intergov. Svcs	\$6,958	\$13,191	\$100,845	\$135,300	\$172,500
Capital Outlay	\$0	\$4,482	\$9,379	\$0	\$0
Interfund Payments	\$0	\$300	\$442	\$470	\$470
<b>Department Total</b>	<b>\$143,900</b>	<b>\$186,393</b>	<b>\$367,707</b>	<b>\$418,697</b>	<b>\$447,410</b>

Position Summary	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
City Manager	1	1	1	1	1
Assistant City Manager			1	1	
Assistant to the City Manager	1	1			1
Community Services Coordinator		1	1	1	1
Executive Secretary			1	1	1
<b>Position Totals</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>

# EXECUTIVE

## 1999 Expenditure Detail

<i>Salaries and Wages</i>			
Salaries			\$ 202,896
<i>Personnel Benefits</i>			
Benefits			\$ 63,544
<i>Supplies</i>			
Office/Operating Supplies			
Personnel, crime prevention, customer service, public information			\$ 8,000
<i>Other Services and Charges</i>			
Professional Services			
Newsletter Writing (6 issues)	\$ 15,000		
Newsletter Printing (6 issues)	12,000		
Contracted Information Services	85,000		
Personnel Services	<u>30,000</u>		
			\$ 142,000
Communication			
Newsletter Postage	\$ 4,000		
Printing (City Guide, Survey)	<u>5,000</u>		
			\$ 9,000
Repairs and Maintenance			\$ 1,000
Travel Expense			3,000
Operating Rentals			500
Education/Training			5,000
Miscellaneous			3,000
Intergovernmental - CTR			9,000
			<u>\$ 172,500</u>
<i>Total Other Services and Charges</i>			
<i>Interfund Payments for Service</i>			
Operating Rentals			<u>\$ 470</u>
<b>DEPARTMENT TOTAL</b>			<u><u>\$ 447,410</u></u>



## ***ADMINISTRATIVE SERVICES***

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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. Notary 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:***

Funds are included in the 1999 budget for an accounting clerk position. This position is intended to spearhead any business registration or licensing program.

***Capital Requests:*** \$6,800 for computer/software upgrades

### **1998 Accomplishments**

- Created Records Center
- Established Records Retention/Microfiche Program
- Accepted responsibilities of City Manager
- Published Final Budget

### **1999 Goals**

- Establish Wellness Program
- Establish Business Registration Program
- Continue with Microfiching critical documents

## Administrative Services

### Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Salaries	\$142,345	\$166,959	\$183,386	\$224,525	\$235,548
Benefits	\$35,682	\$40,412	\$42,978	\$68,407	\$84,894
Supplies	\$2,659	\$3,164	\$4,722	\$3,200	\$5,200
Services/Intergov. Svcs	\$30,395	\$35,078	\$40,665	\$67,154	\$70,704
Capital Outlay	\$1,017	\$3,078	\$5,230	\$6,800	\$6,800
Interfund Payments	\$1,500	\$1,500	\$885	\$704	\$704
<b>Department Total</b>	<b>\$213,598</b>	<b>\$250,191</b>	<b>\$277,865</b>	<b>\$370,790</b>	<b>\$403,850</b>

Position Summary	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
Finance Director			1	1	1
City Clerk/Treasurer	1	1			
Staff Accountant	1	1	1	1	1
City Clerk			1	1	1
Deputy City Clerk	1	1			
Accounting Clerk					1
Administrative Assistants	1.6	2	2	1	1
Office Assistant				1	1
<b>Position Totals</b>	<b>4.6</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>

# ADMINISTRATIVE SERVICES

## 1999 Expenditure Detail

<i>Salaries and Wages</i>	
Salaries	\$ 235,548
<i>Personnel Benefits</i>	
Benefits	\$ 84,894
<i>Supplies</i>	
Office/Operating Supplies	4,000
Small Tools/Minor Equipment	
Miscellaneous Equipment	1,200
<i>Total Supplies</i>	<u>\$ 5,200</u>
<i>Other Services and Charges</i>	
Professional Services	
Temporary Help	\$ 2,500
Hearing Examiner	4,000
Code Updates	6,000
Bank Service	1,500
Wellness Program	4,000
Records Retention	6,000
Minutes	4,000
Sales Tax Reformat	1,200
Budget Printing	3,000
Audit	<u>18,000</u>
	50,200
Communication	
Monthly Phone Charge	3,000
Travel	
Treasurers Conference	\$ 790
Clerks Conference	900
WFOA	900
Travel to Local Workshops	<u>250</u>
	2,840

Advertising		
Agenda/Ordinances/Misc		5,500
Operating Rentals		
Pager	\$ 84	
Storage	960	
		<u>1,044</u>
Repairs and Maintenance		500
Education/Training		
Conference Registrations	\$ 2,100	
Computer Classes	1,000	
Clerk's PDI	520	
Misc Training	1,000	
		<u>4,620</u>
Miscellaneous		
WMTA/MTA Dues	\$ 180	
WMCA/IIMC/KCCA Dues	240	
ESUG	25	
Other Dues/etc.	2,555	
		<u>3,000</u>
<i>Total Other Services and Charges</i>		<u>\$ 70,704</u>
<i>Intergovernmental &amp; Interfund</i>		
Operating Rentals		
Vehicle Use	\$ 704	
<i>Total Intergovernmental &amp; 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>
<b>DEPARTMENT TOTAL</b>		<u><u>\$ 403,850</u></u>

## ***COMMUNITY DEVELOPMENT***

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The Department of Community Development (DCD) implements the goals and policies included in the Comprehensive Plan and land use codes, such as SEPA (environmental), Zoning Code, Subdivision Code, Shoreline Master Plan, and Design Principles. The Department facilitates the development permitting process 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 (Comprehensive Plan), Current Planning (Design Review, Permit Processing, and Zoning Code Compliance), and Administration (Planning Commission, Tree Board, Hearing Examiner and staff).

### ***Staffing Changes:***

Full time City Planner (increasing from 1/2 time prior year)

***Capital Requests: \$7,780 for upgrades, photos, etc.***

### **1998 Accomplishments**

- Drafted Community Urban Forestry Plan
- Amended Comprehensive Plan and Zoning Code
- Amended Tree Retention Regulations
- Participated in Multi-jurisdiction Disaster Training Exercise (Sound Shake '98)
- Implemented New Sign Code and Enforcement Program
- Issued Design & Specifications for Joint City-ARCH-County Affordable Housing Project

### **1999 Goals**

- Adopt Community Urban Forestry Regulations
- Initiate construction of Joint City-ARCH-County Affordable Housing Project
- Complete Little Bear Creek Corridor Plan (177th Street Fund)
- Complete Grace Town Neighborhood Plan
- Participate in Regional Salmon Recovery Program
- Effectively and efficiently continue on-going programs:
  - ◆ Code Enforcement
  - ◆ Land use Application processing
  - ◆ Permit Center Application review
  - ◆ Affordable Housing efforts (ARCH)
  - ◆ 2000 Census preparation
  - ◆ GMA monitoring
  - ◆ Comprehensive Plan and Land use code updates
  - ◆ Historic Preservation Program implementation
  - ◆ Arbor Day/Heritage Tree
  - ◆ Emergency Preparedness

**Community Development**  
**Department Summary**

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Salaries	\$208,714	\$230,029	\$258,444	\$251,181	\$289,106
Benefits	\$49,062	\$57,642	\$65,398	\$78,033	\$104,817
Supplies	\$3,794	\$4,845	\$3,483	\$4,120	\$5,510
Services	\$259,204	\$199,590	\$142,821	\$254,708	\$103,450
Capital Outlay	\$7,042	\$13,768	\$13,259	\$6,880	\$7,780
Intergovernmental	\$4,484	\$1,780	\$6,425	\$6,210	\$7,035
Interfund Payments	\$3,600	\$600	\$885	\$815	\$815
<b>Department Total</b>	<b>\$535,900</b>	<b>\$508,254</b>	<b>\$490,715</b>	<b>\$601,947</b>	<b>\$518,513</b>

<b>Position Summary</b>	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
Community Dev. Director	1	1	1	1	1
City Planner	1	1	1	0.5	1
Planners	1.75	2	2	2	2
Planning Technician	1	1	1	1	1
Permit Coordinator					
Permit Clerk					
Administrative Assistants	1.5	1.5	1.98	2.44	2.44
<b>Position Totals</b>	<b>6.25</b>	<b>6.5</b>	<b>6.98</b>	<b>6.94</b>	<b>7.44</b>

## COMMUNITY DEVELOPMENT

### 1999 Expenditure Detail

<i>Salaries and Wages</i>			
Salaries		\$	289,106
 <i>Personnel Benefits</i>			
Benefits		\$	104,817
 <i>Supplies</i>			
Office/Operating Supplies	\$		1,390
Small Tools/Minor Equipment			1,480
Miscellaneous			2,640
<i>Total Supplies</i>		\$	5,510
 <i>Other Services and Charges</i>			
Professional Services			
Planning Staff Support	\$		22,000
Administrative Backup			3,500
Arborist/Arbor Day			15,950
Design Review			10,000
Landscape Design Review			8,000
Comp Plan Amendments			6,000
Housing Strategy Implementation			4,000
Historic Landmark Overlay			4,500
Title Research/Legal Descriptions			750
			74,700
Communication			6,000
Travel			2,000
Advertising			10,000
Operating Rentals			450
Repairs and Maintenance			
Computer Hardware Repair			500
Education/Training			
Degree Program	\$		2,100
Computer training			2,000
Professional training/conferences			1,000
Emergency Management Training			2,000
			7,100

Miscellaneous		1,700
Printing		1,000
<i>Total Other Services and Charges</i>		<b>\$ 103,450</b>
<i>Intergovernmental</i>		
Intergovernmental Professional Services		
Recording Fees	\$ 900	
ARCH	6,135	
<i>Total Intergovernmental</i>		<b>\$ 7,035</b>
<i>Interfund</i>		
Operating Rentals		
Vehicle Use		<b>\$ 815</b>
<i>Capital Outlay</i>		
Machinery and Equipment		
Computer Upgrades	\$ 3,000	
Aerial Photos	2,500	
Emergency Survival Kits	1,380	
Assessor Data for Permit Tracking	900	
<i>Total Capital Outlays</i>		<b>\$ 7,780</b>
<b>DEPARTMENT TOTAL</b>		<b><u>\$ 518,513</u></b>

## ***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**

	<b>1995 Actual</b>	<b>1996 Actual</b>	<b>1997 Actual</b>	<b>1998 Budget</b>	<b>1999 Recommendation</b>
Services	\$79,819	\$97,571	\$99,231	\$110,000	\$110,000
Intergovernmental	\$72,855	\$62,629	\$102,166	\$129,000	\$91,000
<b>Department Total</b>	<b>\$152,674</b>	<b>\$160,200</b>	<b>\$201,397</b>	<b>\$239,000</b>	<b>\$201,000</b>

## COURT SERVICES

### 1999 Expenditure Detail

#### *Other Services and Charges*

##### Professional Services

Attorney Services

\$ 90,000

Public Defense

20,000

                     \$ 110,000

#### *Intergovernmental & Interfund*

Professional Services-Jail

\$ 40,000

Professional Services-Court

19,000

Professional Services-Interpreter Services

8,000

Professional Services-Prisoner Transport

14,000

Professional Services-Domestic

10,000

*Total Intergovernmental & Interfund*

                     \$ 91,000

**DEPARTMENT TOTAL**

                     **\$ 201,000**

## ***LAW ENFORCEMENT***

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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

### ***Staffing Changes:***

No changes.

***Capital Requests:*** \$5,200 for miscellaneous equipment

### **1998 Accomplishments**

- Established a noise ordinance
- Established a False Alarm Ordinance
- 24 hour coverage by City officers, added two graveyard officers
- Equip vehicles with improved emergency lighting
- Officers trained for Department of Corrections home monitoring
- IRIS laptop computers issued to all officers
- School Resource Officers & Citizen Academy programs continued

### **1999 Goals**

- Continue School Resource Officer Program
- Continue DOC monitoring, emphasis on sex offenders
- Increase bike patrol with purchase of one more bicycle
- Community policing enhanced with addition of house checks, child identification kits, and false alarm reduction program
- Alcohol awareness programs for kids with purchase of portable breath testing units
- Citizen's Academy Program continued, offering two a year with King County Sheriff's Office
- Manage Patrol Performance computer program, which aids in problem solving performance measures
- Field Training Officers program, training new County officers using Woodinville's best
- Add another radar unit for increased traffic safety and awareness, especially in school zones

## Law Enforcement

### Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Supplies	\$850	\$1,794	\$2,384	\$5,000	\$4,080
Services	\$912	\$5,167	\$8,664	\$28,000	\$17,500
Intergovernmental	\$751,920	\$914,047	\$958,696	\$1,227,000	\$1,350,682
Capital Outlay	\$0	\$9,106	\$4,103	\$5,000	\$5,200
<b>Department Total</b>	<b>\$753,682</b>	<b>\$930,114</b>	<b>\$973,846</b>	<b>\$1,265,000</b>	<b>\$1,377,462</b>

## LAW ENFORCEMENT

### 1999 Expenditure Detail

#### *Supplies*

Office/Operating Supplies	\$	2,000	
Small Tools/Minor Equipment		1,560	
Misc.		<u>520</u>	
<i>Total Supplies</i>	\$		<b>4,080</b>

#### *Other Services and Charges*

Professional Services			
Computer Service	\$	2,000	
Other Maintenance		<u>1,000</u>	
	\$		<b>3,000</b>
Communication			
Cell Phones/WAN Line			
Pagers			
Printing	\$		<b>10,000</b>
Travel	\$		<b>1,000</b>
Operating Rentals	\$		<b>1,000</b>
Education/Training			
Crime Prevention	\$		<b>2,000</b>
Misc.			<b>500</b>
<i>Total Other Services and Charges</i>	\$		<b>17,500</b>

#### *Intergovernmental & Interfund*

Intergovernmental Professional Services			
Police Contract	\$	1,233,964	
Computer Lease		10,000	
Special Events		12,000	
Reserve \$ for Marine, Drug & /		10,000	
COLA & Service Cost Increase		69,127	
Mandatory and Technical Adds		15,591	
<i>Total Intergovernmental &amp; Interfund</i>	\$		<b>1,350,682</b>

#### *Capital Outlays*

Machinery and Equipment	\$	<u>5,200</u>	
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DEPARTMENT TOTAL

\$ 1,377,462



## ***PUBLIC WORKS***

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The Public Works Department is responsible for the maintenance, operation, planning, and construction of transportation and drainage, public infrastructure as well as the approval of public utility infrastructure and private development occurring in Woodinville's right-of-ways. The Public Works Department provides four major areas of service to the City:

- 1) Administration/Management
- 2) Capital Project Management
- 3) Surface Water Management
- 4) Public Works Contract Services Coordination.

### **1998 Accomplishments**

- Negotiated and administered single source consulting services contract with CH2M Hill
- Evaluation criteria established for capital improvement plan
- Development of the city's 6-year CIP
- Pavement management system completed and presented to council
- Extended franchise agreements with utility companies
- Work in progress to complete master right-of-way ordinance
- Recycling programs serving the needs of mutli-family, single family and business communities

### **1999 Goals**

- Improved communications to citizens
- Continue with recycling programs

## Public Works

### Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Salaries	\$62,627	\$37,243	\$60,462	\$60,677	\$120,150
Benefits	\$13,231	\$9,811	\$14,607	\$16,644	\$38,706
Supplies	\$9,522	\$2,859	\$3,904	\$7,000	\$4,335
Services	\$29,499	\$34,738	\$90,565	\$87,995	\$121,785
Capital Outlay	\$5,802	\$4,104	\$10,137	\$12,800	\$14,400
Intergovernmental	\$9,205	\$1,574	\$3,751	\$0	\$0
Interfund Payments	\$3,600	\$1,500	\$750	\$153	\$283
<b>Department Total</b>	<b>\$133,486</b>	<b>\$91,829</b>	<b>\$184,176</b>	<b>\$185,269</b>	<b>\$299,659</b>

Position Summary	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
Public Works Director			0.50	0.50	0.50
Public Works Admin.	0.25	0.25	1.00	0.80	
Senior Engineer	0.50				1.00
Public Services Assistant	1.00	1.00			0.50
Administrative Assistant					0.50
<b>Position Totals</b>	<b>1.75</b>	<b>1.25</b>	<b>1.50</b>	<b>1.30</b>	<b>2.50</b>

**PUBLIC WORKS**

**1999 Expenditure Detail**

<i>Salaries and Wages</i>		\$	120,150	
<i>Personnel Benefits</i>		\$	38,706	
<i>Supplies</i>				
	Office/Operating Supplies			2,410
	Small Tools/Minor Equipment			1,750
	Miscellaneous			175
	<i>Total Supplies</i>	\$	<u>4,335</u>	
<i>Other Services and Charges</i>				
	Professional Services			
	Neighborhood Traffic Safety	\$	5,000	
	Recycling Program		20,000	
	Records Mgmt.		5,000	
	On Call Services		<u>72,000</u>	
				102,000
	Communication			
	Monthly Phone Charges	\$	1,050	
	Flyers/Brochure	\$	1,750	
				2,800
	Travel			
	APWA	\$	900	
	ITE		150	
	WSRA		300	
	Meals/Mileage		<u>425</u>	
				1,775
	Advertising			
	Professional	\$	1,500	
	Positions		4,800	
	Special Projects		2,500	
	Public Notices		<u>240</u>	
				9,040
	Operating Rentals			
	Computer	\$	1,000	
	Pager		<u>300</u>	
				1,300
	Repairs and Maintenance			
	Computer Repairs			1,500
	Education/Training			
	APWA	\$	700	
	ITE/ASCE		400	
	Misc. Classes		<u>1,470</u>	
				2,570
	Miscellaneous			800
	<i>Total Services and Charges</i>	\$		<u>121,785</u>

*Interfund*

Operating Rentals	
Vehicle use	\$ 283

*Capital Outlays*

Machinery and Equipment	
PC and Operating Software Upgrade	\$ 3,200
Hardware/Software	10,200
File Cabinet and Desk	<u>1,000</u>
<i>Total Capital Outlays</i>	<u>\$ 14,400</u>

**DEPARTMENT TOTAL**

\$ 299,659

## ***PERMIT CENTER***

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The Permit Center is responsible for issuing and inspecting construction related permits, including private site development and public right-of way improvements. Pre-permit review meetings are held weekly. Most code enforcement is managed by the Permit Center.

### ***Staffing Changes:***

Several contract positions are budgeted to become full time City employees.

### ***1998 Accomplishments***

- Instituted the Sierra Project Management software
- Closed out majority of TRF projects, a \$125 million construction project
- Maintained a high Level of Service in a challenging job market

### ***1999 Goals***

- Fine tune the new project tracking software
- Cross train employees for better support
- Continue with records management/retention, utilizing microfiche
- Create handouts to assist citizens with permit processing
- Assist with road standards reviews/revisions

## Permit Center

### Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommended
Salaries	\$122,390	\$187,322	\$186,711	\$201,348	\$316,140
Benefits	\$30,503	\$44,447	\$45,297	\$57,979	\$114,182
Supplies	\$2,554	\$9,484	\$7,053	\$11,110	\$3,450
Services	\$168,344	\$342,112	\$402,850	\$382,592	\$205,079
Capital Outlay	\$15,399	\$36,778	\$26,796	\$40,000	\$31,500
Interfund Payments	\$2,350	\$4,800	\$6,974	\$7,852	\$11,152
<b>Department Total</b>	<b>\$341,540</b>	<b>\$624,943</b>	<b>\$675,682</b>	<b>\$700,881</b>	<b>\$681,503</b>

Position Summary	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
Permit Center Director			1.00	1.00	1.00
Building Official	1.00	1.00			
Senior Engineer	0.50	0.50	0.50	0.50	0.00
Building Inspector	1.00	2.00	2.00	2.00	1.00
Plans Examiner					1.00
Civil Plans Examiner					1.00
Permit Tech					1.00
Permit Coordinator				1.00	1.00
Permit Clerk	1.00	1.00	1.00		
Administrative Assistant	0.34	0.34			2.00
<b>Position Totals</b>	<b>3.84</b>	<b>4.84</b>	<b>4.50</b>	<b>4.50</b>	<b>8.00</b>

**PERMIT CENTER**

**1999 Expenditure Detail**

<i>Salaries and Wages</i>	
Salaries	\$ 316,140
<i>Personnel Benefits</i>	
Benefits	\$ 114,182
<i>Supplies</i>	
Office/Operating Supplies	6,000
Small Tools/Minor Equipment	3,200
Miscellaneous	250
<i>Total Supplies</i>	<u>\$ 3,450</u>
<i>Other Services and Charges</i>	
Professional Services	
Office Staff	
Plan Review & Inspections	
Structural Engineering	
Special-Fire/Mechanical	
Special Tests	
Mileage Field Inspections	
Annual Software Licensing	
	176,840
Communication	
Monthly Phone Service	
Two additional phone lines	
Extra Long Distance	
Radio Access (four radios)	
	5,860
Travel	
WA Bldg Official Meetings	
Nat'l Fire Academy	
Nat'l ICBO Conference	
Inspector Seminar	3,000

Advertising	1,200	
Operating Rentals	700	
Repairs and Maintenance	500	
Education/Training		
College Courses (UW)		
College Courses (two)		
ICBO Classes (eleven)		
ICBO Seminar (four)		
Certification class (one)		
Computer Training (six classes)		16,479
Miscellaneous	500	
<i>Total Other Services and Charges</i>	<u>500</u>	<u>\$ 205,079</u>
<i>Interfund Payments for Service</i>		
Operating Rentals		\$ 11,152
<i>Capital Outlays</i>		
Machinery and Equipment		
Misc. Equipment	\$ 2,100	
Computer/software	3,900	
Permit Tracking S/W	<u>25,500</u>	
		<u>\$ 31,500</u>
<b>DEPARTMENT TOTAL</b>		<u><u>\$ 681,503</u></u>

## ***PARKS AND RECREATION DEPARTMENT***

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### **Parks**

The Parks and Recreation Department is charged with the capital acquisition, construction, and maintenance of Woodinville's parks. There are currently four parks: Woodin Creek, Wilmot, DeYoung, and Woodinville Heights.

### **Recreation**

The Recreation Department provides the citizens with recreational programs and spearheads the community events, such as the Fourth of July show, Pioneer Days, the Woodinville Light Festival, and Celebrate Woodinville. The Parks and Recreation Commission is the advisory arm of the Parks and Recreation Department to the City Council.

### ***1998 Accomplishments***

- Designed, produced, and distributed recreation guide in collaboration with City of Bothell
- Drafted Parks, Recreation, and Open Space Plan
- Construction management of Wilmot Park
- Sammamish Re-Leaf Planting Project at Wilmot Park
- Opened DeYoung Park and began DeYoung Park Concert Series
- Developed Park Maintenance Standards
- Opened Woodinville Valley Trail and Bridge
- Successful Special Events, including Celebrate Woodinville, Woodinville Fourth of July, Pioneer Days, and

### ***1999 Goals***

- Concert Series at Wilmot Park
- Naming of Waterways
- Master Plan for Woodin Creek Park
- Launch Woodinville Volunteer Corps
- Negotiate and Acquire Woodinview Park in conjunction with ARCH Program
- Park Impact Fee Ordinance
- Phase II Playground installation at Wilmot Park
- Little Bear Creek conservation easement and habitat Plan.

## Parks and Recreation

### Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Request
Salaries	\$18,664	\$31,893	\$97,369	\$150,361	\$201,456
Benefits	\$4,196	\$6,902	\$22,107	\$45,592	\$71,889
Supplies	\$174	\$1,496	\$10,924	\$19,968	\$17,155
Services	\$71,603	\$135,893	\$210,822	\$276,059	\$358,735
Capital Outlay	\$7,022	\$67,202	\$26,055	\$41,900	\$46,800
Intergovernmental	\$0	\$217	\$15,526	\$5,900	\$32,500
Interfund Payments	\$0	\$200	\$380	\$1,070	\$4,370
<b>Department Total</b>	<b>\$101,659</b>	<b>\$243,803</b>	<b>\$383,184</b>	<b>\$540,850</b>	<b>\$732,905</b>

Position Summary	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
Parks & Rec Director				1.0	1.0
Public Services Assistant	0.4	0.7	1.0		
Recreational Programmer Planner			0.5	1.0	1.0 0.5
Volunteer Coordinator					0.75
Summer Intern			0.1	1.0	2.0
P/Instructors					1.0
Administrative Assistant			1.0	1.0	1.0
Maintenance Worker	0.1			1.0	1.0
<b>Position Totals</b>	<b>0.5</b>	<b>0.7</b>	<b>2.6</b>	<b>5.0</b>	<b>8.3</b>

**PARKS AND RECREATION**

**1999 Expenditure Detail**

<b>Salaries and Wages</b>			
Salaries			\$ 201,456
<b>Personnel Benefits</b>			
Benefits			\$ 71,889
<b>Supplies</b>			
Office Supplies		\$ 1,280	
Operating Supplies		<u>6,250</u>	
			7,530
Small Tools/Minor Equipment			8,025
Miscellaneous			1,600
<b>Total Supplies</b>			<b>\$ 17,155</b>
<b>Other Services and Charges</b>			
Professional Services			
Woodin Creek Master Plan		15,000	
Photography Services		4,500	
Fireworks		25,000	
Celebrate Woodinville		4,500	
Woodinville Light Festival		20,000	
Pioneer Days		6,500	
DeYoung		8,500	
Wilmot Concert Series		9,500	
Teen Events/Trips/Dances		15,000	
Art/Design		3,500	
Misc.Rec Contracts		48,000	
Minutes--P&R Comm. Mtg. coverag		1,040	
Woodinville Valley Trail			
	Landscape	2,300	
	Shoulder Repair	1,800	
Woodinville Heights			
	Arbor Care	2,500	
	Landscape	5,500	
Woodin Creek Park			
	Arbor Care	2,500	
	Landscape	10,058	
	Painting	1,500	
DeYoung Park			
	Arbor Care	2,500	
	Landscape	3,280	
Wilmot			
	Security	8,400	
	Landscape	35,000	
	Janitorial	<u>12,000</u>	
			248,378

Communication		\$9,264
Travel		\$ 1,278
Advertising		\$ 17,600
Utility Services		
Water	11,150	
Electricity	<u>3,250</u>	
		14,400
Operating Rentals		
Maintenance rentals	4,500	
Storage Rental	2,390	
Heavy Equip	3,400	
Sanitation	7,300	
Barricades and Cones	2,800	
Tents, equipment-special events	<u>7,800</u>	
		28,190
Repairs and Maintenance		
Banners, Signs, etc.	3,500	
Sports/Play Equipment	1,500	
Park Furniture	3,400	
Graffiti	450	
Misc. (vandalism, fences, etc.)	<u>1,200</u>	
		10,050
Education/Training		\$ 7,975
Miscellaneous		\$ 6,000
Printing		\$ 15,600
<i>Total Other Services and Charges</i>		\$ 358,735
<i>Intergovernmental Professional Services</i>		
WART	18,000	
METRO (Fireworks)	3,500	
Property Services	2,600	
King County	<u>8,400</u>	
		\$ 32,500
<i>Interfund Payments for Service</i>		
Vehicle Use		<u>\$ 4,370</u>
<i>Total Intergovernmental &amp; Interfund</i>		\$ 36,870
<i>Capital Outlays</i>		
Machinery and Equipment		
Sports Equipment	3,000	
Storage	2,500	
Park Facility Upgrade		
Tables, Benches	5,800	
Tot Toys	4,200	
Soft Trails	3,500	
Pooper/Scoop	1,800	
Signs	6,400	
Trailer, 2Axle,	5,200	
Loading Ramps	4,300	
Computer/Phone	6,500	
Street Banners	<u>3,600</u>	
		\$ 46,800

DEPARTMENT TOTAL

\$ 732,905

## ***NON-DEPARTMENTAL***

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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 transfers for street maintenance, debt service, and civic center. For 1999, this represents \$2,847,420.

## Non-Departmental

### Department Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Supplies	\$20,879	\$14,388	\$25,855	\$21,400	\$39,000
Services	\$189,442	\$261,917	\$316,521	\$434,600	\$383,943
Capital Outlay	\$61,869	\$37,041	\$41,303	\$60,000	\$90,000
Intergovernmental	\$68,093	\$36,989	\$31,309	\$24,006	\$22,003
Debt Service	\$4,814	\$0	\$0	\$0	\$0
Other Financing Uses	\$1,560,409	\$1,992,834	\$2,952,680	\$1,490,000	\$2,827,420
<b>Department Total</b>	<b>\$1,905,506</b>	<b>\$2,343,169</b>	<b>\$3,367,667</b>	<b>\$2,030,006</b>	<b>\$3,362,366</b>

## NON DEPARTMENTAL

### 1999 Expenditure Detail

#### *Supplies*

Office/Operating Supplies		
General Supplies-All depts	\$	29,000

Small Tools/Minor Equipment		10,000
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<i>Total Supplies</i>	\$	<b>39,000</b>
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#### *Other Services and Charges*

##### Professional Services

Y2K Preparation	\$	20,000	
Customer Service		20,000	
Service Contracts (Computer Server Only)		6,000	
Service Contracts (Copier)		12,000	
Human Services Grants		92,000	
Eden Support		5,000	
GIS Services		8,500	
Sierra Support		4,976	
Computer Support		8,000	
Computer Systems Developmt		6,000	
Internet Access & Web Page		8,000	
E-Mail		3,600	
		<hr/>	
	\$		194,076

##### Communication

Postage	\$		20,000
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##### Operating Rentals

Room Lease	\$	58,128	
Misc Room Rentals		1,500	
		<hr/>	
	\$		59,628

##### Insurance

WCIA Payment	\$		60,239
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##### Utilities

	\$		50,000
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#### *Total Other Services and Charges*

	\$		<b>383,943</b>
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***Intergovernmental & Interfund***

Intergovernmental Professional Services

AWC	\$	4,735	
SCA		2,834	
PSAPCA		3,778	
ETP		550	
PSRC		4,381	
Liquor Profits/Excise (2%)		1,625	
Voters Pamphlet		600	
Election Costs		3,500	

*Total Intergovernmental & Interfund* \$ 22,003

***Capital Outlay***

Machinery and Equipment

City Hall Improvements	\$	30,000	
Computer/Software Upgrades		60,000	

*Total Capital Outlays* \$ 90,000

***Transfers***

Street	\$.	370,000	<i>NO</i>
Arterial Street		950,000	<i>NO</i>
Civic Center Reserve		1,200,000	
Operational Reserve		100,000	
Equipment Replacement		70,000	
Debt Service		137,420	

*Total Transfers* \$ 2,827,420

**DEPARTMENT TOTAL**

\$ 3,362

## ***STREET***

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The Street Fund operates and maintains Woodinville's street system. This is provided by the following:

1. Pavement Preservation Program using overlays, seal coat, patching, and crack sealing
2. Signal and street light operations repairs and upgrades
3. Development of database systems for traffic accident records and traffic counts
4. Install/replace signs, pavement markings, and other devices to improve safety/traffic flow
5. Manage landscaping maintenance for city rights-of-way
6. Day-to-day coordination with maintenance contract providers

### **1998 Accomplishments**

- Installed street lights along NE 171st Street (Canyon Rd) from 140th Ave NE to 152nd Pl NE
- Assisted TRF Development and King County to install and time signals at four new intersections
- Prepared and planned traffic control, setup, and METRO service for All Fools Day parade and the Fourth of July
- Designed summer bus shuttle route with the Parks and Executive Departments.
- Increased the City's contracted services efficiency by developing two "small task" capacity contracts
- Reviewed and assisted over 50 development projects with potential impacts to the City's transportation system

### **1999 Goals**

- Develop Transportation plan
- Provide a 1999 overlay program
- Provide signal interconnect system
- Repair/replace planter boxes

## Streets

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Salaries	\$46,134	\$99,606	\$114,990	\$159,223	\$156,852
Benefits	\$10,346	\$22,519	\$27,109	\$41,580	\$52,468
Supplies	\$2,028	\$5,106	\$3,346	\$10,400	\$10,985
Services	\$85,527	\$113,398	\$129,035	\$226,440	\$342,940
Capital Outlay	\$0	\$0	\$0	\$36,150	\$67,700
Intergovernmental	\$295,058	\$309,211	\$339,415	\$579,000	\$625,000
Interfund Payments	\$1,650	\$1,650	\$4,500	\$3,958	\$4,194
<b>Fund Total</b>	<b>\$440,743</b>	<b>\$551,490</b>	<b>\$618,394</b>	<b>\$1,056,751</b>	<b>\$1,260,139</b>

Position Summary	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
Public Works Director				0.25	0.25
Public Services Administrat	0.25	0.25	0.25		
Public Services Assistant	0.3			0.10	0.25
Administrative Assistant					0.50
Maintenance Superintendent				0.50	
Senior Engineer/Engineer		1.25	1.25		1.00
Design Engineer				0.75	
Traffic Engineer				0.50	
Traffic Planner					0.50
Assistant Engineer				0.50	1.00
Technician				0.60	
Public Works Coordinator		0.45	0.45		
Maintenance Worker	0.45				
Temporary Summer Help			0.5	1.50	
<b>Position Totals</b>	<b>1</b>	<b>1.95</b>	<b>2.45</b>	<b>4.70</b>	<b>3.50</b>

# STREETS

## 1999 Expenditure Detail

<i>Salaries and Wages</i>		
Salaries		\$ 156,852
<i>Personnel Benefits</i>		
Benefits		\$ 52,468
<i>Supplies</i>		
Operating Supplies		\$ 8,150
Small Tools/Minor Equipment		\$ 1,750
General Miscellaneous		\$ 1,085
<i>Total Supplies</i>		\$ 10,985
<i>Other Services and Charges</i>		
Professional Services		
Maint Worker	\$ 6,000	
Tree Pruning	12,000	
1999 Overlay Design	30,000	
Street landscape Maintenance	35,000	
Transportation Plan	100,000	
Misc. Prof Svcs.	85,000	
	<hr/>	\$ 268,000
Communication		
Radios Access	\$ 240	
Cellular Phone	450	
Door hangers/Notifications	1,500	
Telephone	1,890	
	<hr/>	\$ 4,080
Travel		
Mileage	\$ 240	
Meals	495	
Conferences	1,000	
	<hr/>	\$ 1,735
Advertising		\$ 1,950
Operating Rentals		
Tool/Equip Rental		\$ 10,150
Utility Services		
Street Light Operation	\$ 50,000	
Water usage	450	
	<hr/>	\$ 50,450
Repairs and Maintenance		
Street light repair	\$ 3,500	
Equipment repair	500	
	<hr/>	\$ 4,000
Education/Training		\$ 2,575
<i>Total Other Services and Charges</i>		\$ 342,940

***Intergovernmental and Interfund***

Sidewalk Repair	\$ 50,000	
Signal Interconnect	25,000	
1999 Overlay	100,000	
King County Traffic	100,000	
King County Road	350,000	
<i>Total Intergovernmental and Interfund</i>		\$ 625,000

***Interfund Payment for Service***

Vehicle	\$ 4,194
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***Capital Outlay***

Machinery and Equipment		
New Street Lights	\$ 5,500	
Neighborhood Traffic Safety	25,000	
Planter Boxes	25,000	
Computer Equip	12,200	
<i>Total Capital Outlay</i>		\$ 67,700

**FUND TOTAL**

**\$ 1,260,139**

## ***ARTERIAL STREETS***

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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.

### **1998 Accomplishments**

- Construct left turn pockets to improve safety and capacity at:
  - Woodinville-Duvall Rd/160 Ave NE
  - Woodinville-Duvall Rd/ 152 Ave NE
- Construct minor widening on Woodinville-Duvall Rd between 152 Ave NE and 168 Ave NE extend merge lane through the intersection at 156 Ave NE
- Construct bicycle/pedestrian pathways at:
  - 156 Ave NE/ Woodinville-Duvall Rd to NE 205 St
- Install Guardrails
  - Hollywood Hill intersection
  - Woodinville-Snohomish Rd north of NE 195 St
- Install emergency gate at NE 195th St

### **1999 Goals**

- Hollywood Intersection-SR202/NE 148th Ave NE
- 131st Ave NE/NE 177th Place
- SR202/SR522 Interchange improvements
- SR202/127th Place NE
- 124th Ave NE (NE 146th Pl to NE 160th St)

**Arterial Streets  
Fund Summary**

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Services/Intergov. Svcs	\$85,667	\$97,111	\$271,148	\$765,000	\$920,000
Capital Outlay	\$11,482	\$320,175	\$374,905	\$1,100,000	\$250,000
<b>Fund Total</b>	<b>\$97,149</b>	<b>\$417,286</b>	<b>\$646,053</b>	<b>\$1,865,000</b>	<b>\$1,170,000</b>

## ARTERIAL STREETS

### 1999 Expenditure Detail

#### *Other Services and Charges*

##### Professional Services

Program Mgmt.	\$100,000	
SR202/SR522 I/C Ramp	300,000	
SR202/127 Intersection	350,000	
124 Ave NE (146-160) Design	50,000	
SR202/NE 148	<u>120,000</u>	
		\$ 920,000

#### *Capital Outlay*

124th Ave. NE (146-160) Construct	\$ 250,000
Total Capital Outlay	

#### Total Arterial Streets

\$ 1,170,000



## ***SPECIAL REVENUE FUNDS***

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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 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 not transfer money in 1999.

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 possibly to repay an interfund loan for Wilmot Park.

**Contingency**

## Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Services	\$8,096	\$0	\$1,000	\$0	\$0
<b>Fund Total</b>	<b>\$8,096</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>

**Mitigation**

## Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Interfund Transfer	\$0	\$0	\$66,391	\$510,000	\$0
<b>Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$66,391</b>	<b>\$510,000</b>	<b>\$0</b>

**Admission Tax Park Capital Fund**

## Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Interfund Transfer	\$0	\$0	\$0	\$75,000	\$0
<b>Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$0</b>

## **CONTINGENCY**

### **1999 Expenditure Detail**

(no expenditures recommended)

## **MITIGATION**

### **1999 Expenditure Detail**

(no expenditures recommended)

## **ADMISSION TAX**

### **1999 Expenditure Detail**

(no expenditures recommended)



***DEBT SERVICE FUND***

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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.

<p><b>Debt Service Fund Summary</b></p>
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	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Principal and interest	\$40,000	\$421,975	\$45,085	\$500,000	\$137,420
<b>Fund Total</b>	<b>\$40,000</b>	<b>\$421,975</b>	<b>\$45,085</b>	<b>\$500,000</b>	<b>\$137,420</b>

**DEBT  
SERVICE**

**1999 Expenditure Detail**

*Redemption of General Long Term  
Debt*

Debt Service Principal/Interest	\$137,420
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**FUND TOTAL**

**\$137,420**



## ***CAPITAL FUNDS***

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The City has seven capital funds: the Capital Project Fund, Special Project Fund, Capital Street Reserve, Real Property, Surface Water Capital, 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 1999, no expenditures are anticipated.

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 1999, no transfers will be made.

The **Real Property Reserve Fund** has been used for the purchase of property for the City. For 1999, no expenditures are anticipated.

The **Surface Water Capital Reserve Fund** has money transferred from the surface water operating budgets to seed the future capital projects associated with surface water issue, but there are no projects budgeted from this source for 1999.

The **Civic Center Fund** will help to pay the costs of purchasing a City Hall/Civic Center.

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. For 1999, the fund will incur preliminary engineering costs of \$312,000.

## Capital Improvement

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Interfund Transfer	\$0	\$0	\$1,104,000	\$100,000	\$0
<b>Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,104,000</b>	<b>\$100,000</b>	<b>\$0</b>

## Special Capital Improvement

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Capital Outlay	\$0	\$0	\$375,000	\$0	\$0
<b>Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$375,000</b>	<b>\$0</b>	<b>\$0</b>

## Capital Street Reserve

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Interfund Transfer	\$0	\$0	\$0	\$300,000	\$0
<b>Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>

**Real Property**  
Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Professional Services	\$0	\$0	\$10,875	\$22,500	\$0
Land Purchase	\$0	\$0	\$0	\$0	\$0
<b>Department Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,875</b>	<b>\$22,500</b>	<b>\$0</b>

**Surface Water Capital Reserve**  
Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>Department Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Civic Center**  
Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Supplies	\$0	\$0	\$0	\$5,000	\$0
Services	\$0	\$0	\$0	\$220,000	\$0
Capital Outlay	\$0	\$0	\$0	\$40,000	\$0
<b>Department Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$265,000</b>	<b>\$0</b>

**177th Street Construction Fund**  
Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Other Services	\$0	\$0	\$0	\$200,000	\$312,000
<b>Department Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$312,000</b>

**CAPITAL IMPROVEMENT**

**1999 Expenditure Detail**

(no expenditures recommended)

**SPECIAL CAPITAL IMPROVEMENT**

**1999 Expenditure Detail**

(no expenditures recommended)

**CAPITAL STREET RESERVE**

**1999 Expenditure Detail**

(no expenditures recommended)

**SURFACE WATER CAPITAL RESERVE**

**1999 Expenditure Detail**

(no expenditures recommended)

**REAL PROPERTY RESERVE**

**1999 Expenditure Detail**

(no expenditures recommended)

**CIVIC CENTER**

**1999 Expenditure Detail**

(no expenditures recommended)

**177th STREET CONSTRUCTION FUND**

**1999 Expenditure Detail**

*Professional Services*

Program Mgmt.	\$	50,000	
Little Bear Corridor Study		12,000	
131 Ave NE/NE 177PI		100,000	
NE 177 PI (133 WS Rd)		150,000	
			<u>\$ 312,000</u>

## ***SURFACE WATER MANAGEMENT***

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The Surface Water Management Fund is an enterprise fund which supports all activities associated with our 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.
3. Storm Water educational programs.
4. Coordination with both King and Snohomish counties and other agencies regarding surface and storm water issues.

### **1998 Accomplishments**

- Identified, inventoried and added to annual inspection list off-line retention/detention ponds
- Installed catch basin SR202/148th Ave NE to eliminate puddling at intersection
- Cleaned manhole structure and jetted culvert to eliminate off-road water impacting Woodinville Auto Auction
- Developed maintenance program for Woodin Creek to eliminate flooding on 140th Ave NE
- Work in progress to eliminate flooding on NE 177th Street
- Provided funding for Sammamish Releaf project
- Adopting the King County surface water design manual with future updates

### **1999 Goals**

- Develop surface water comprehensive plan
- Remove fish barriers along Little Bear Creek
- Continue with Ugly Ponds/Sammamish tree planting

## Surface Water Management

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Salaries	\$40,645	\$56,582	\$57,850	\$152,816	\$118,110
Benefits	\$9,687	\$12,507	\$13,488	\$39,463	\$38,397
Supplies	\$1,589	\$3,559	\$959	\$4,450	\$5,730
Services	\$15,559	\$28,437	\$73,203	\$209,100	\$445,920
Capital Outlay	\$2,869	\$19,160	\$297,030	\$342,000	\$65,000
Intergovernmental	\$128,144	\$182,136	\$312,589	\$281,527	\$434,000
Interfund Payments	\$1,650	\$61,720	\$90,536	\$100,765	\$90,536
Other Financing Uses	\$533,798	\$150,000	\$0	\$0	\$0
<b>Department Total</b>	<b>\$733,941</b>	<b>\$514,101</b>	<b>\$845,655</b>	<b>\$1,130,121</b>	<b>\$1,197,693</b>

Position Summary	Actual 1995	Actual 1996	Actual 1997	Actual 1998	Proposed 1999
Public Works Director				0.25	0.25
Public Services Administrator	0.25	0.25	0.25		
Public Works Assistant	0.3	0.3		0.10	0.25
Maintenance Superintendent				0.50	
Public Works Coordinator		0.45	0.45		0.5
Utility Laborer				0.40	
Senior Engineer/Engineer		0.25	0.75	0.25	
Surface Water Engineer				1.00	1
Assistant Engineer				0.50	0.5
Interns (part time)				1.50	
Maintenance Worker	0.45				
<b>Position Totals</b>	<b>1</b>	<b>1.25</b>	<b>1.45</b>	<b>4.50</b>	<b>2.50</b>

**SURFACE WATER MANAGEMENT**

**1999 Expenditure Detail**

<i>Salaries and Wages</i>		\$118,110
<i>Personnel Benefits</i>		\$38,397
<i>Supplies</i>		
Office/Operating Supplies	\$	3,005
Small Tools/Minor Equipment	\$	2,725
<i>Total Supplies</i>	\$	5,730
<i>Other Services and Charges</i>		
Professional Services		
Mapping/GIS	\$1,500	
Tree/Debris Removal	\$4,000	
Soil/water Samples	\$5,000	
Utility Workers	\$6,000	
Water Quality Reports	\$7,500	
Ugly Ponds	\$10,000	
TV Storm lines	\$10,000	
Samonoid Program	\$10,000	
On Call Services	\$80,000	
Storm Water Comprehensive Plan	\$300,000	
	\$	434,000
Communication		
Flyers	\$350	
Miscellaneous	\$350	
Educational materials/door hangers	\$1,300	
Phone	\$1,260	
		\$3,260
Travel Conferences	\$	1,010
Advertising	\$	2,950
Operating Rentals & Leases		
Pagers	\$150	
Rentals	\$1,000	
	\$	1,150
Repairs & Maint.		
Small tools	\$500	
Office Equipment	\$1,000	
		\$1,500
Education and Training	\$	2,050
<i>Total Other Services and Charges</i>	\$	445,920

<i>Intergovernmental</i>		
Professional Services		
Lake Washington Studies	\$4,000	
Sammamish Forum	\$10,000	
Drainage Maintenance - Roads	\$60,000	
KC Surface Water Management	<u>\$360,000</u>	
<i>Total Intergovernmental</i>		\$434,000
<i>Interfund</i>		
Interfund Payments for Services		
Vehicle use	\$4,500	
General Fund Overhead	<u>\$86,036</u>	
		\$90,536
<i>Capital Outlay</i>		
Other Improvements		
Fish Passage Enhancement	\$5,000	
Ugly Ponds	\$10,000	
ESA required improvements	\$25,000	
Sammamish Tree Planting	<u>\$25,000</u>	
<i>Total Capital Outlay</i>		\$65,000
<b>TOTAL SURFACE WATER</b>		<u><u>\$1,197,693</u></u>

## ***INTERNAL SERVICE FUNDS***

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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 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.

## Equipment Rental

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Supplies	\$2,055	\$2,784	\$3,007	\$4,000	\$3,500
Services	\$6,027	\$3,316	\$3,183	\$8,600	\$7,200
<b>Department Total</b>	<b>\$8,082</b>	<b>\$6,100</b>	<b>\$6,190</b>	<b>\$12,600</b>	<b>\$10,700</b>

## Equipment Replacement

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
	\$0	\$0	\$9,959	\$20,000	\$20,000
<b>Department Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,959</b>	<b>\$20,000</b>	<b>\$20,000</b>

## Unemployment

### Fund Summary

	1995 Actual	1996 Actual	1997 Actual	1998 Budget	1999 Recommendation
Claims	\$6	\$468	\$620	\$1,000	\$1,000
<b>Department Total</b>	<b>\$6</b>	<b>\$468</b>	<b>\$620</b>	<b>\$1,000</b>	<b>\$1,000</b>

## EQUIPMENT RENTAL

### 1999 Expenditure Detail

<i>Supplies</i>	
Operating Supplies	\$ 3,500
 <i>Other Services and Charges</i>	
Communication	\$700
Insurance	\$500
Repairs & Maintenance	<u>\$6,000</u>
<i>Total Other Services</i>	<u>\$7,200</u>
 <b>FUND TOTAL</b>	 <u><u>\$ 10,700</u></u>

## EQUIPMENT REPLACEMENT

### 1999 Expenditure Detail

<i>Capital Outlay</i>	
Machinery and Equipment	<u>\$20,000</u>
 <b>FUND TOTAL</b>	 <u><u>\$ 20,000</u></u>

## UNEMPLOYMENT COMPENSATION

### 1999 Expenditure Detail

<i>Other Services and Charges</i>	
Unemployment Claims	<u>\$1,000</u>
 <b>FUND TOTAL</b>	 <u><u>\$ 1,000</u></u>

