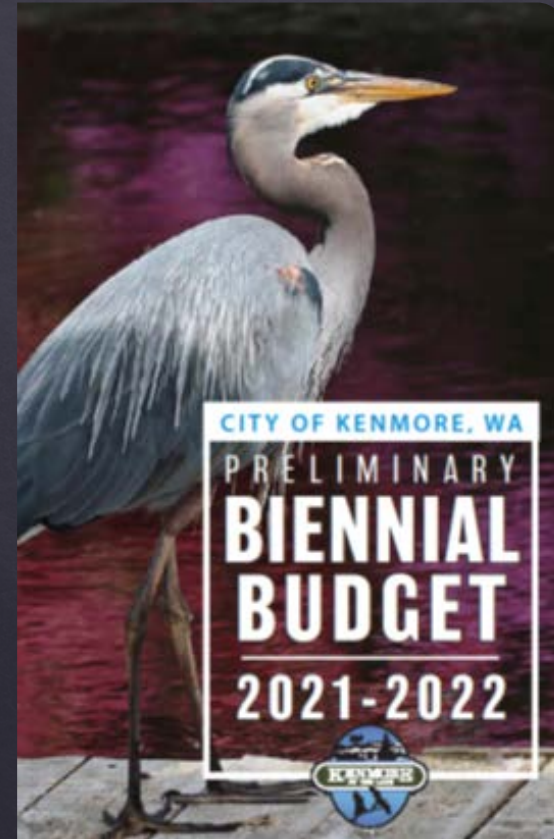


City of Kenmore
Proposed
Preliminary
2021-2022 Biennial
Budget Presentation

Meeting of
October 26, 2020



PW ENGINEERING

Department Description

- PW Engineering
 - Transportation CIP
 - Utility Permitting
 - Traffic Engineering
- ROW Development
- Pavement Management
- Transportation Planning

Proposed Budget

- Total 2021-2022 Budget \$1,689,573
- Percent of General Fund 6.2%
- FTE's 6(4)
- % Increase from 2019-2020 Budget 8.6%

PW ENGINEERING

Highlights and changes

- Transportation Element of Comp. Plan
- ADA Transition Plan
- 1/2 FTE Admin.Asst. to 1 FTE Admin.Asst.

PBB Programs

- Highest Scoring – Transportation CIP, ADA, Pavement Management
- Largest Program – Transportation CIP (\$656,633)
- Utility permitting \$227,031 / Quartile 2

TRANSPORTATION CAPITAL FUND

2021-2022 Budgeted Projects

- T8 SR522 West B
- T27 Sidewalk Gaps/ADA Replacement
- T27x NE 192nd Sidewalks
- T35 Pavement Preservation
- T38 Lower Swamp Creek Bridge
- T41 Juanita Dr Ped/Bike
- T42 68th Ave Ped/Bike
- T44 61st Sidewalk Replacement
- T48 2018 LRSP - Signing
- T49 2018 LRSP - Lighting
- T50 Gateway Sign East

Project Resources

SECURED

- Connecting Washington
- WSDOT Pedestrian/Bike Program
- Sound Transit System Access
- Department of Ecology
- Department of Commerce
- Highway Safety Improvement Program
- REET, Transportation Impact Fees, Strategic Ops, W&W Bonds, Surface Water Funds

APPLIED FOR

- WSDOT Safe Routes to Schools
- WSDOT Pedestrian/Bike Program

SAMMAMISH RIVER BRIDGE REPLACEMENT FUND

2021-2022

Budgeted
Costs

- Bridge replacement
- Sidewalks both sides of 68th
- Queue jump lane added

Project
Resources

- Connecting Washington
- Federal Bridge Fund
- Utilities
- \$1.5M Interfund Loan from the General Fund required to maintain positive cash balance at year end.

COMMUNITY DEVELOPMENT

Department Description

- Long-Range Planning, Policy and Code Development
- Park Planning and Park CIP

Proposed Budget

-
- | | |
|------------------------------------|-------------|
| • Total 2021-2022 Budget | \$1,695,827 |
| • Percent of General Fund | 6% |
| • FTE's | 4.5 |
| • % Increase from 2019-2020 Budget | 7.27% |

COMMUNITY DEVELOPMENT

Highlights and changes

- 1.0 FTE Parks Interim Project Manager 2021-2022 (extended)
- 0.5 FTE Admin.Asst. New Recreation Coordinator/Admin.Asst Position shared with City Manager Dept. (previously 0.5 FTE shared with Development Services)
- \$150k consultant support for Comp Plan Land Use Element Update, focus on single-family neighborhoods and Lakepointe. If planned action/subarea plan is included then additional \$300k allocated in the Strategic Opportunity Fund

PBB Programs

-
- Parks Capital Project Management highest scoring Quartile I and largest program (\$796,594)
 - Comprehensive Plan quartile I \$189,908
 - Affordable Housing quartile 2

PARK CAPITAL FUND

2021-2022 Budgeted Projects

- P1 Twin Springs Park: \$227.9k (\$76k park impact fees, \$151.9k state appropriation)
- P18 Rhody Park Waterfront: \$26k (\$16k bond funds, \$10k 1% public art fund)
- P18a Rhody Park Float: \$4k (King County park levy funds)
- P26 Squires Landing Park Float \$8k (King County park levy funds)
- P27 Squires Landing Park Waterfront Improvements \$5.49m (\$3.23 bond funds, \$1.03m grants, \$645.5k Swamp Creek basin funds, \$559.5k park impact fees, \$25.5k public art funds)
- P28 Log Boom Park Waterfront Improvements \$2.87m (\$1.68m bond funds, \$470.5k grants, \$193.8k park impact fees, \$45.5k public art funds, \$40k King County park levy)
- P30 Rhody Park Boathouse \$6.4k (King County park levy funds)
- P31 Squires Landing Park Land Acquisition \$150k (Swamp Creek basin funds)

Project Resources

- Park Impact Fees
- King County Park Levy Funds
- 1% Public Art Funds
- Two State Appropriations (one secured, one apply for in 2021)
- Swamp Creek Basin Funds
- RCO Grants (secured)
- Two King County Waterworks Grants (one secured, one apply for in 2021)
- King County Conservation District Funds (applied)
- W&W Bonds

WALKWAYS & WATERWAYS PROJECT FUND

Fund Description

- This fund accounts for the proceeds of the 2016 GO bonds and
- Transfers funds to the W&W Transportation and Park projects as needed

Proposed Budget

-
- Receipts of \$10M are budgeted assuming issue of 2nd series of bonds in early 2021; also some interest earning
 - \$4,927,833 budgeted for W&W Park projects
 - \$6,308,160 budgeted for W&W Transportation projects

PW MAINTENANCE

Department Description

- The Parks and Facilities Maintenance cost center accounts for the operation, maintenance, and repair of the City's public parks and facilities, as well as other miscellaneous City owned properties.

Proposed Budget

-
- | | |
|------------------------------------|-------------|
| • Total 2021-2022 Budget | \$2,676,904 |
| • Percent of General Fund | 9.88 % |
| • FTE's | 4.5 |
| • % Increase from 2019-2020 Budget | 10 % |

PW MAINTENANCE

Highlights and changes

- Includes all facilities – City Hall, Hangar/Town Square, Senior Center, Public Works Office and Temporary Public Works Yard.
- Small increase in maintenance supplies.

PBB Programs

-
- Highest Scoring Programs – Landscape, Irrigation & Site Maintenance, Hangar Facility Maintenance & Support, and Parks Facility Maintenance (Quartile 2)
 - Largest Program – Landscape, Irrigation & Site Maintenance (\$786,623)

STREET FUND

Department Description

- The Street Fund accounts maintenance & operations and traffic engineering expenditures on street, traffic control devices, sidewalks and right of way maintenance.

Proposed Budget

-
- | | |
|----------------------------------|-------------|
| • Total 2021-2022 Budget | \$3,328,167 |
| • FTE's | 6(4) |
| • Increase from 2019-2020 Budget | 3.77 % |

STREET FUND

Department Revenue

- Fuel Tax **\$938,058 5.9% increase**
- Multi Modal **\$63,160 13.7% increase**
- ROW Permit Fees **\$293,460 1% increase**
- Transfer from General Fund **\$1,560,617 40% decrease** Water Sewer Franchise Fees
- Transfer from TBD **\$0**
- Transfer from REET **\$200,000**
- Other **\$10,231**

STREET FUND

Highlights and changes

- \$400,000 increase for Electric Utility - citywide street lighting operation and maintenance takeover from Northshore Utility District.
- \$50,000 decrease – Eliminated Wayfinding and Banners
- 2022 Ending Fund Balance \$1,049,355

PBB Programs

-
- Highest scoring programs – Roadway/ROW Maintenance, Signal Operations & Maintenance, and Snow/Ice Management
 - Largest Program – Roadway/ROW Maintenance (\$1,916,086) Quartile I
 - Signal Operations & Maintenance (\$437,646) Quartile I

NON DEPARTMENT COST CENTER

Department Description

- The Non Department cost center only accounts for Transfers to Other Funds such as:
 - Street Fund
 - Strategic Opportunities Fund

Proposed Budget

- Total 2021-2022 Budget \$1,560,617
 - Water Sewer Franchise Fees \$1,123,969
 - Additional General Fund resources of \$436,648
- Decrease from 2019-2020 Budget which included \$2.6M to Street Fund and \$624K to Strategic Opportunities Fund

SURFACE WATER MANAGEMENT FUND

Fund Description

- Clean Water Act and National Pollutant Discharge Elimination System (NPDES) Compliance
- Protecting and enhancing the City's natural environment
- Managing the City's stormwater utility
- Surface Water Capital Program

Fund Revenue

-
- A surface water service charge is assessed for each property in the City. Single family residential properties are charged a flat fee and all other properties, including multifamily and commercial, are charged a rate per acre based on the amount of impervious surface on the property.

SURFACE WATER MANAGEMENT FUND

Proposed Budget

- Total 2021-2022 Budget \$7,821,396
 - FTEs Funded 6.15
- Change Compared To 19/20 Budget
 - SWM Fund Operational +15%
 - Impact to General Fund (Transfer) +196%
 - SWM Capital Projects +352%

Highlights and changes

- Existing temporary 0.65 FTE admin support moved to permanent
- Planned larger transfer to capital projects this biennium
- New and expanded programs being added to comply with NPDES requirements and climate action plan
- Adjusted transfer to General Fund to account for citywide overhead expenses associated with management of the surface water fund and stormwater utility.

SURFACE WATER CAPITAL FUND

Fund Description

- This fund accounts for expenditures to surface water capital improvements and surface water components of other capital improvements.

Proposed Budget

-
- | | |
|---------------------------------|-------------|
| • Total 2021-2022 Budget | \$3,918,467 |
| • Revenue sources | |
| • Surface Water Management Fund | \$2,490,467 |
| • Public Works Trust Fund Loan | \$1,228,000 |
| • Capital Facilities Charge | \$200,000 |

SURFACE WATER CAPITAL FUND

Projects

- 2021-2022 Projects Include:
 - SW-8 61ST Fish Passable Culvert
 - SW-20 Small Works Projects
 - SW-31 66TH/196TH Drainage
 - SW 32 61ST Stabilization
 - SW 34 Blueberry Creek Culverts
 - T37 Transfer to Sammamish Bridge

Highlights and changes

- Funding support for Sammamish River Bridge
- New culvert replacement project required as mitigation for 68TH pedestrian improvement project
- Major culvert replacement at 61ST & 190TH will be completed

2021 PROPOSED SALARY PLAN

Process

- Engaged Cabot Dow & Assoc to perform market review of comparable cities
- Management Team examined positions that were outside the market mean and considered adjustments
- Prepared 2021 Proposed Salary Plan with 1% increase in all ranges in accordance with CPI-W Seattle June index

Adjustments

- Planner position was re-titled Senior Planner with no change in pay range.
- Surface Water Technicians were re-titled Environmental Services Technicians
- Payroll & Accounting Specialist position was re-titled Payroll & Benefits Coordinator with 5.65% adjustment
- Permit & Administrative Assistant in Development Services was re-titled Permit Coordinator with 5.65% adjustment
- Communications Specialist position was more than 5% below market mean and range was adjusted 5.67%
- Other Permit & Administrative Specialists and Public Records Officer/Administrative Specialist were re-titled Administrative Specialists
- Half-time Recreation Coordinator is changed to full-time Recreation Coordinator/Administrative Assistant