

City of North Bend, Washington 2021-2022 Biennial Budget





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With the close cooperation of City management and staff throughout the organization.

Cover Photo by Tami Asars



Mayor

Rob McFarland

North Bend City Council

Chris Garcia, Mayor Pro Tem

Jonathan Rosen

Alan Gothelf

Heather Koellen

Ross Loudenback

Brenden Elwood

Mary Miller

North Bend Appointed Officials

David Miller, City Administrator

Michael Kenyon, City Attorney

Dawn Masko, Deputy City Administrator/Finance Director

Mark Rigos, Deputy City Administrator/Public Works Director

Rebecca Deming, Community & Economic Development Director

Susie Oppedal, City Clerk

Planning Commission

Gary Towe – Chair

Economic Development Commission

Coreen Wilson - Chair

Parks Commission

Minna Rudd - Chair



Elected Officials



Mayor Rob McFarland



Councilmember Jonathan Rosen



Councilmember Alan Gothelf



Councilmember Heather Koellen



Councilmember Ross Loudenback



Councilmember Brenden Elwood



Councilmember Chris Garcia



Councilmember Mary Miller



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ORDINANCE 1737

AN ORDINANCE OF THE CITY OF NORTH BEND, WASHINGTON, ADOPTING THE 2021-2022 BIENNIAL BUDGET AND SALARY SCHEDULE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, State law requires the City to adopt a budget and provides procedures for the filing of estimates, a preliminary budget, public hearings, and final fixing of the budget; and

WHEREAS, the City Council of the City of North Bend adopted Ordinance 1528 on May 20, 2014 establishing a biennial budget process in accordance with the provisions of RCW Chapter 35A.34; and

WHEREAS, the City Council has stipulated that the biennial budget will be implemented as two one-year financial plans, that actual expenditures in the first year may not exceed the first year plan appropriations, that second year plan appropriations shall only be expended in the second year, and that any appropriation changes will require City Council approval; and

WHEREAS, a preliminary biennial budget for the fiscal years 2021-2022 has been prepared and filed, public hearings were held on November 3, 2020 and November 17, 2020 for the purposes of fixing the final budget, and the City Council has deliberated and has made adjustments and changes deemed necessary and proper; and

WHEREAS, the City Council now wishes to adopt by reference, in accordance with RCW 35A.34.120, a final budget which provides for totals of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined; and

WHEREAS, the City Council also desires to adopt a Salary Schedule for 2021;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. 2021-2022 Biennial Budget Adoption. The Biennial Budget for the City of North Bend, a copy of which is on file with the City Clerk, is hereby adopted by the City Council as the revenue and expenditure authority for the 2021-2022 biennium. Set forth in summary form in Exhibits A-1 and A-2 (2021 and 2022 Annual Budgets) are the totals of the estimated revenues and expenditures for each separate fund and the aggregate totals for all such funds combined.

Section 2. 2021 Salary Schedule Adoption. The City Council hereby adopts the 2021 Salary Schedule as shown in Exhibit B. 2022 Salary Schedules will be adopted as part of the Mid-Biennium Modification.

Section 3. Submittal. The City Clerk and/or Finance Director are directed to transmit a certified copy of this ordinance and the final 2021-2022 Biennial Budget Document to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 5. Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force on January 1, 2021.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 1ST DAY OF DECEMBER, 2020.



EXHIBIT A - 1

2021 ANNUAL BUDGET

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 2,225,372	\$ 9,027,064	\$ 9,315,024	\$ 1,937,412
101	Street Operations Fund	-	768,023	768,023	-
102	Capital Streets Fund	77,584	193,020	183,102	87,502
103	Streets Overlay Fund	560,813	290,089	316,200	534,702
106	Impact Fees & Mitigation Fund	5,516,049	2,040,008	1,523,435	6,032,622
107	Hotel/Motel Tax Fund	13,813	14,300	-	28,113
108	Economic Development Fund	-	205,847	205,847	-
116	Park Improvement Fund	187,543	116,677	-	304,220
117	Park Maintenance Reserve Fund	20,102	10,000	-	30,102
125	Development Projects Fund	545,027	1,300,000	950,000	895,027
190	Transportation Benefit District Fund	1,710,572	605,880	327,850	1,988,602
216	2011 Fire Station Bond Fund	191,263	538,875	539,375	190,763
217	2012 LTGO (TBD) Bond Fund	-	149,850	149,850	-
218	2015 LTGO Bond Fund	-	191,722	191,722	-
220	2018 LTGO Bond Fund	-	249,500	249,500	-
310	Municipal Projects Fund	349,190	1,128,555	1,280,085	197,660
320	Capital Improvements (REET) Fund	2,271,755	700,000	392,307	2,579,448
401	Water Utility Fund	2,119,652	2,439,367	2,808,858	1,750,161
402	Sewer Utility Fund	7,934,000	28,711,544	18,546,877	18,098,667
404	Storm Drainage Utility Fund	1,193,621	1,009,667	789,488	1,413,800
404	Flood Operations Fund	475,701	181,085	246,772	410,014
405	Solid Waste & Recycling Fund	426,608	114,390	71,613	469,385
451	ULID #6 Bond Redemption Fund	822,506	873,715	1,138,800	557,421
452	ULID #6 Bond Reserve Fund	903,201	-	-	903,201
501	Equipment Operating Fund	-	307,630	307,630	-
501	Technology Operating Fund	-	210,392	210,392	-
502	Equipment Reserve Fund	951,789	90,155	-	1,041,944
502	Technology Reserve Fund	252,395	8,658	-	261,053
GRAND TOTAL:		<u>\$ 28,748,556</u>	<u>\$ 51,476,013</u>	<u>\$ 40,512,750</u>	<u>\$ 39,711,819</u>



EXHIBIT A - 2

2022 ANNUAL BUDGET

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 1,937,412	\$ 9,117,622	\$ 9,801,137	\$ 1,253,897
101	Street Operations Fund	-	803,698	803,698	-
102	Capital Streets Fund	87,502	193,461	160,991	119,972
103	Streets Overlay Fund	534,702	390,053	300,000	624,755
106	Impact Fees & Mitigation Fund	6,032,622	2,706,914	1,314,445	7,425,091
107	Hotel/Motel Tax Fund	28,113	14,300	-	42,413
108	Economic Development Fund	-	214,734	214,734	-
116	Park Improvement Fund	304,220	116,677	-	420,897
117	Park Maintenance Reserve Fund	30,102	10,000	-	40,102
125	Development Projects Fund	895,027	1,300,000	950,000	1,245,027
190	Transportation Benefit District Fund	1,988,602	-	250,000	1,738,602
216	2011 Fire Station Bond Fund	190,763	179,160	179,660	190,263
218	2015 LTGO Bond Fund	-	191,769	191,769	-
220	2018 LTGO Bond Fund	-	245,500	245,500	-
310	Municipal Projects Fund	197,660	850,000	850,000	197,660
320	Capital Improvements (REET) Fund	2,579,448	600,000	346,377	2,833,071
401	Water Utility Fund	1,750,161	2,749,328	2,554,658	1,944,831
402	Sewer Utility Fund	18,098,667	4,841,160	13,702,102	9,237,725
404	Storm Drainage Utility Fund	1,413,800	1,042,364	881,086	1,575,078
404	Flood Operations Fund	410,014	184,580	250,254	344,340
405	Solid Waste & Recycling Fund	469,385	116,200	72,481	513,104
451	ULID #6 Bond Redemption Fund	557,421	834,734	1,099,600	292,555
452	ULID #6 Bond Reserve Fund	903,201	-	-	903,201
501	Equipment Operating Fund	-	313,511	313,511	-
501	Technology Operating Fund	-	213,643	213,643	-
502	Equipment Reserve Fund	1,041,944	112,290	-	1,154,234
502	Technology Reserve Fund	261,053	22,599	-	283,652
GRAND TOTAL:		\$ 39,711,819	\$ 27,364,297	\$ 34,695,646	\$ 32,380,470



EXHIBIT B

2021 Salary Ranges

<u>Position Title</u>	<u>Monthly Salary Range</u>		
	<u>From</u>	<u>To</u>	<u>FTEs</u>
Mayor and Council			
Mayor	\$ 3,000	N/A	1 Elected
Council Member	500	N/A	7 Elected
Management (Exempt)			
City Administrator	12,500	15,500	1.00
Deputy City Administrator	11,500	14,100	2.00
City Attorney	11,200	13,950	0.15
Department Director	10,500	13,500	1.00
Deputy Public Works Director	9,150	12,500	1.00
PW Operations Manager	9,150	12,500	0.25
City Engineer	9,100	11,650	1.00
Building Official	7,750	9,900	1.00
PW Project Manager	7,250	9,800	1.00
Development Review Manager	7,250	9,800	1.00
Wastewater Treatment Plant Manager	7,250	9,300	1.00
Water Operations Manager	7,250	9,300	1.00
SCADA Supervisor	7,250	9,300	1.00
City Clerk	6,950	8,900	1.00
Economic Development Manager	7,000	8,750	1.00
Deputy Finance Director	6,850	8,700	1.00
Communications Manager/PIO	6,200	8,200	1.00
Senior Financial Analyst	6,300	8,000	1.00
HR/Emergency Management Coordinator	5,600	7,200	1.00
Public Works Bargaining Unit **			
Senior Lead Technician	6,369	7,641	1.00
Lead Parks Technician	5,869	7,141	1.00
Lead Streets Technician	5,869	7,141	1.00
Lead Water System Operator	5,869	7,141	1.00
Lead WWTP Operator	5,869	7,141	1.00
Wastewater Treatment Plant Operator II	5,463	6,646	3.00
Mechanic	5,225	6,357	1.00
Water System Operator	5,111	6,219	3.00
Wastewater Treatment Plant Operator I	5,094	6,198	1.00
Maintenance Worker	4,855	5,906	5.00
Wastewater Treatment Plant Operator-in-Training	4,223	5,665	0.00
Maintenance Worker - Entry	4,813	5,160	0.00
Maintenance (Seasonal)	13.69/hr	16.00/hr	

** Public Works Collective Bargaining Agreement has not been settled for 2021



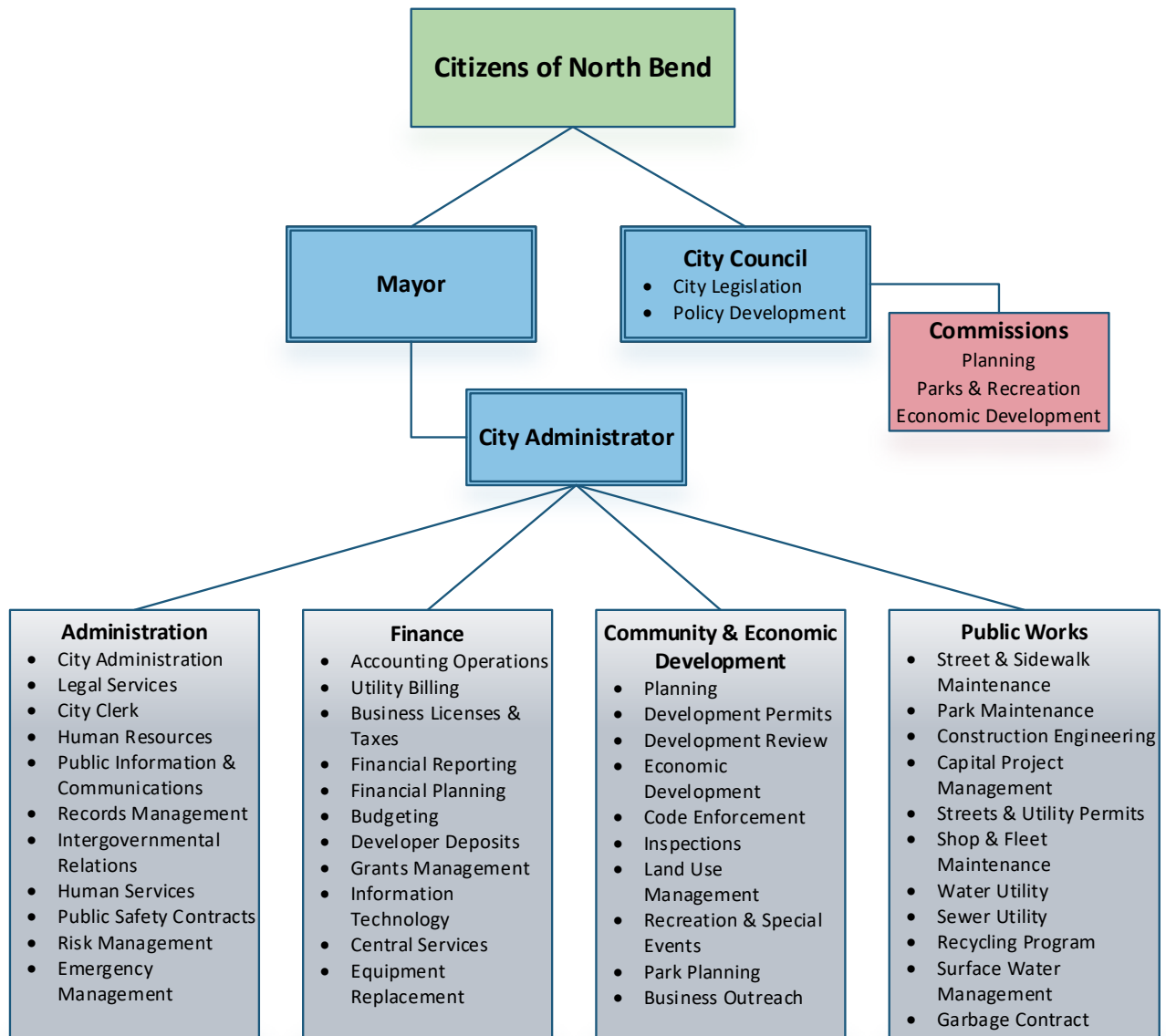
EXHIBIT B

2021 Salary Ranges

<u>Position Title</u>	<u>Monthly Salary Range</u>		
	<u>From</u>	<u>To</u>	<u>FTEs</u>
Professional, Technical, Clerical Bargaining Unit			
Senior Planner	7,112	8,653	2.00
Senior Long Range Planner/2-year term	7,112	8,653	0.00
Building Inspector/2-year term	6,083	7,401	1.00
Public Works Infrastructure Inspector/2-year term	6,083	7,401	1.00
Associate Planner	6,019	7,323	1.00
Long Range Planner/2-year term	6,019	7,323	0.00
Mapping CAD Technician	5,872	7,144	0.20
Staff Accountant	5,779	7,031	0.00
Deputy City Clerk	5,778	7,030	0.00
Records Coordinator	5,629	6,848	0.00
Special Events & Visitor Information Coordinator	5,538	6,738	0.00
Payroll Officer	5,492	6,682	0.00
Office Coordinator / Permit Technician	5,212	6,341	1.00
Public Works Office Coordinator	5,212	6,341	1.00
Accounting Assistant II	5,115	6,223	1.00
Business License & Tax Coordinator	5,115	6,223	1.00
Utilities Coordinator	5,115	6,223	1.00
Administrative Assistant	4,474	5,443	0.00
Accounting Assistant I	4,396	5,349	0.00
Total FTEs			46.60



Organization Chart





MISSION STATEMENT

The mission of the City of North Bend is to create a highly livable community by working in partnership with its citizens to blend and balance the following principles:

- ♦ Provide high levels of police, fire and emergency medical services
- ♦ Build and maintain healthy infrastructure
- ♦ Deliver quality public services
- ♦ Encourage a strong local economy
- ♦ Preserve the small town character of the community

VISION STATEMENT

The vision the residents of North Bend put forth is one of preservation and enhancement.

The community of North Bend wants to preserve its natural beauty and small town scale. The residents of the community also have a desire for enhancing the existing built environment of the downtown, the riverfront and community parks, new and existing residential neighborhoods and the community's gateways.

BRAND STATEMENT

We are a highly livable small town that is the premiere outdoor recreation destination in the Puget Sound region.

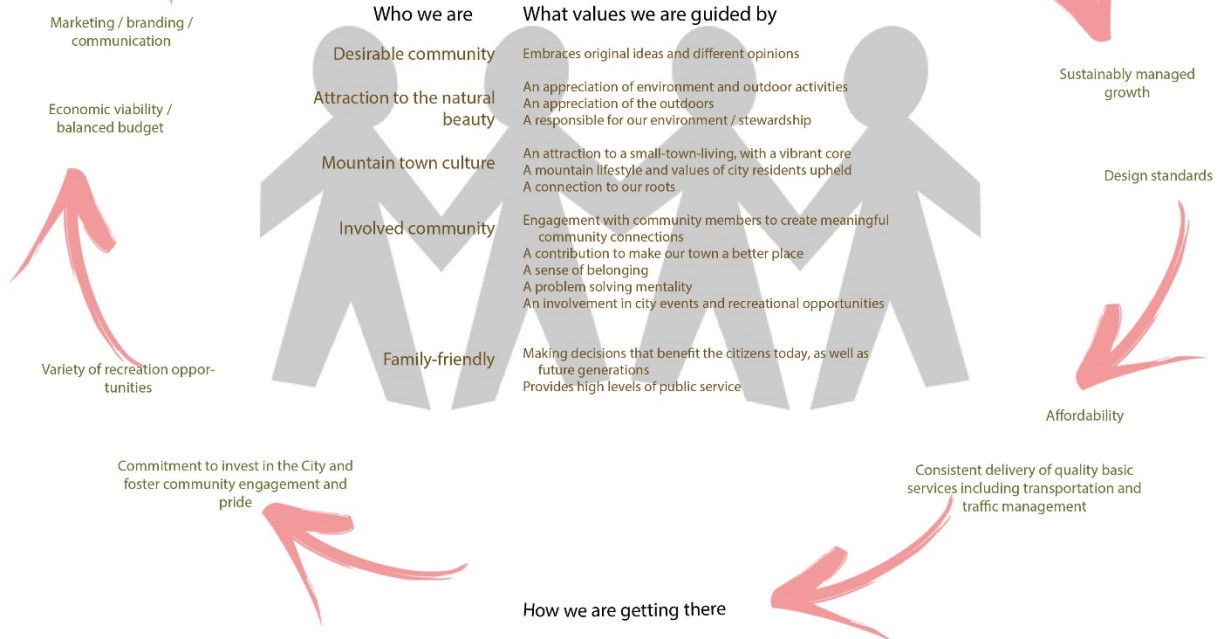
BRAND TAGLINE

Easy to Reach...Hard to Leave



Brand Statement:
We are a highly livable small town that is the premier outdoor recreation destination in the Puget Sound region.

Tag Line:
Easy to reach,
hard to leave.





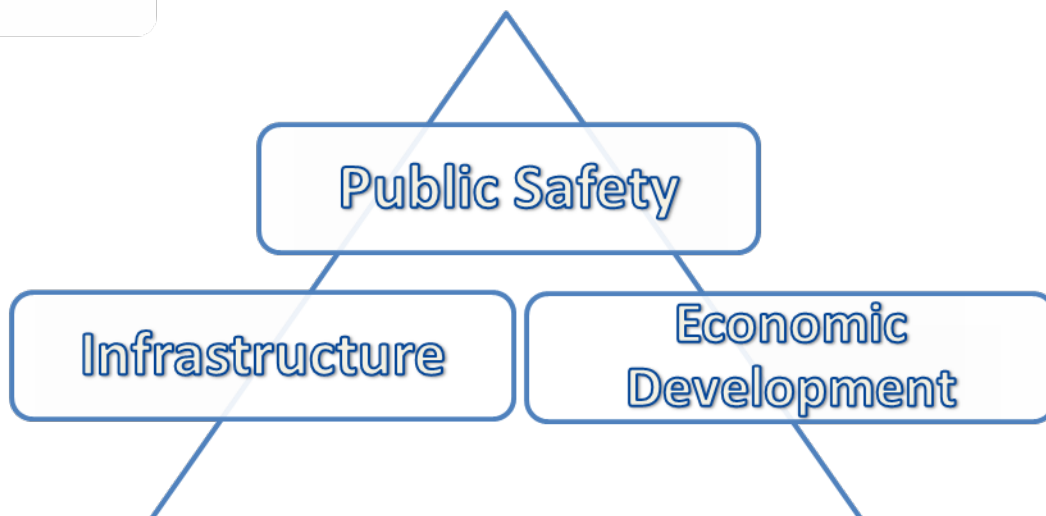
City Overview

The City of North Bend is a highly livable small town that is the premier outdoor recreation destination in the Puget Sound region. Located at the foothills of the Cascade Mountains just 30 miles east of Seattle, the City offers friendly, small-town charm and natural beauty. North Bend is home to over 7,400 residents and features both a historic downtown “main street” featuring local retail and restaurants and a freeway-oriented commercial district which includes a large factory outlet mall.

North Bend is one of the most pristine areas in the Pacific Northwest, with spectacular scenery, snow-capped mountains, local lakes and parks, and preserved open spaces. Our City offers something for everyone including family friendly music and arts events, extensive hiking and biking trails, natural recreational areas, and popular tourist spots made famous in the television series Twin Peaks. There are unlimited opportunities for hiking, skiing, climbing, biking and white-water river kayaking, including the most famous and popular hike in Washington State, the Mount Si Trail, boasting impressive views with an elevation gain of over 4,000 feet.

Incorporated in 1909, North Bend operates under the Mayor-Council form of government with the 7 Councilmembers serving as the legislative body, the elected Mayor serving as the chief executive officer and a City Administrator who provides oversight of daily City operations. The City has approximately 50 employees who provide administrative, finance, building inspections, engineering, planning and zoning, code enforcement, parks and special events, streets maintenance, emergency management, economic development, communications and human resources services. The City operates water, sewer and stormwater utilities, contracts with the City of Snoqualmie to provide police services, and partners with Eastside Fire and Rescue for fire services.

City of North Bend Priorities







Mayor's 2021-22 Biennial Budget Message

It is with honor and a new sense of appreciation that I present to you the first budget of my administration. It is a balanced budget, as required by law, which keeps pace with the municipal services North Bend citizens rely on and demand of us.

As we enter this new biennial budget cycle during an unprecedented time, we cautiously and optimistically face new challenges while remaining committed to providing services to improve the quality of life for our community. Therefore, while this budget largely reflects programs and longstanding policy, it addresses changes in the services provided and how we provide them, along with anticipated changes within and of revenue sources.

We're wrapping up one of the most challenging - and frankly scary - years that most of us can recall; but COVID-19 will not endure, and we will persevere. While we enter this new biennium still facing pandemic-related economic challenges, we remain confident that we are making the right choices in addressing both our near term and long-term needs. Those choices will protect and preserve the health and wellbeing of our citizens while also preserving the City's fiscal health and that of our staff and our facilities.

Looking back at Mayor Hearing's 2018 biennial budget message, I am reminded of what a difference a short time can make. The Mayor forecast an economic downturn in 2019. Even with record-low unemployment, rising interest rates were predicted to cool the economy. A little over a year later, not only did the downturn not materialize, we instead got walloped by the coronavirus pandemic with extraordinarily high unemployment, the reduction of interest rates to near zero, and yet a surprisingly resilient local economy, albeit one suffering from the pandemic lockdown.

When faced with diminished sewer capacity and an antiquated plant, Council not only approved a long-needed modernization plan but took the bold move to reserve most remaining capacity primarily for commercial development. This reservation is one step in recognizing shifting revenue sources and shoring up the general fund budget - a budget that relies on business taxes for almost 60% of its revenue to reduce the burden of residential property taxes.

Yes, we continue to see a rapid rate of new home construction - the result of permits often issued years ago. New neighborhoods are quickly filling with families who enrich our community. We anticipate a continued pace into 2021, similar to the 117 new home permits issued in 2020. The past few years have seen the first significant new multi-family housing in decades and the recent groundbreaking on the 210-unit Cedar River Apartments project on SE North Bend Way continues this trend. We also anticipate the Cade Vu 25-unit townhomes on Park Street, the River Run 127-unit apartments (with an affordable housing component) near Chinook Lumber and a 7 home Habitat for Humanity below-market rate homes on 2nd Street in the near term.



Even with this new housing, a shift is evident, and our planning and public works groups are shifting resources to address it.

With Council's policy direction, staff has prioritized commercial development through the permit process and by proposing an overhaul of the Economic Development Plan to guide the City toward fiscal sustainability. Already this is paying off with a long list of potential and actual commercial projects breaking ground, working through the permit process or engaged in feasibility stages. In addition to being a great place to live and recreate, it is clear North Bend is now on the map as also a great place to work. We have been discovered by companies seeking a community connection.

Karakorum split-board bindings is under construction behind the Napa Auto Parts store. The Snoqualmie Athletic Center is under construction at Meadowbrook. Phoenix Plaza business and residences is nearing completion. The new Tanner Electric headquarters was completed, and their new substation and transmission line project has started to meet our growing needs.

Also on the commercial front, design and permitting work continues for a 50,000 square foot office with warehouse building, and the potential for two hotels and two restaurants associated with the Army National Guard training center project near Truck Town, along with several other smaller commercial projects. We have truly seen a decided shift in permitting work from residential to commercial.

We are excited about a new Development Agreement currently in process for the Tollgate Farmstead improvements - which will create the opportunity for a working farmstead, culinary demonstration school, farmer's markets, and other farm-based learning activities.

In the past two years the Community and Economic Development Department has issued 675 and 692 building permits respectively for a total construction valuation of ~\$157 million and ~\$12 million in collected fees. This activity helps protect the fiscal health of the City's operating budget and we anticipate this pace to continue into 2021. However, we are seeing the shift from residential to commercial and an overall slowing resulting in less revenue from construction activities the further out we look.

Not only do new homes and businesses bring new infrastructure demands, they also fund the majority of needed improvements - whether sewer, streets or water. Infrastructure improvements continue as a top priority with several important projects underway and planned for 2021 and beyond.

Completion of the \$9+ million Phase 1 Wastewater Treatment Plant (WWTP) project is expected in the first quarter of 2021 and rolling into our anticipated \$24 million bonding by mid-2021 for Phase 2 which will complete the plant's ability to serve our city needs. The WWTP improvements, largely paid for by development and the remainder by user fees, will be



completed during the next two years and bring much needed safety and redundancy improvements for us and our environment. The updated plant will also be prepared to accept new source capacity such as the anticipated new sewer utility district on the west side of town and potential for conversion of older septic neighborhoods should they choose to move from less environmentally sustainable septic systems.

City Council should be proud of their leadership in addressing our water needs. That policy direction is being carried out, including several new programs to be implemented in the coming years as part of our commitment to protect this limited natural resource and enhance the Snoqualmie River ecosystem through wise use and water conservation. The focus to meet our obligations for mitigating river impacts are being stepped up and broadened to ensure we have both appropriate sources for domestic needs and our natural environment.

Work to eliminate leaks from the City's water system are a top priority and our water leak elimination program anticipates replacement of over 10 miles of old asbestos cement water lines with ductile iron pipe. First up for 2021 is the replacement of the 6th Street water line in the Silver Creek neighborhood. This project also includes stormwater culvert replacements throughout Silver Creek and pavement improvements on 6th Street.

Our water meter replacement program anticipates an aggressive plan that will update all failing old meters over the next few years. Rounding out new programs is the introduction of a water conservation assistance program for homeowners and businesses to help them reduce use through such things as replacement of old fixtures and upgrading irrigation methods. All of this was set in motion by Council's leadership in passing perhaps the state's most forward-looking Water Conservation Ordinance in 2020.

Roadway roundabouts (RABs) are not often recognized for the environmental benefit they bring, yet they do contribute through smoothing traffic flows and reduced idling at traditional start/stop intersections. Council has already taken policy leadership in targeting multiple key intersections for RAB improvements. Teed up for 2021 is design of a roundabout at the Mt. Si Boulevard - Bendigo/SR-202 intersection, aka the first mall intersection. The City secured a \$1.4 million design grant for this project. Other traffic improvement projects expected this year include a roundabout at North Bend Way – 436th Avenue and early design plans for several others. Additionally, our on-going pavement overlay program will look to invest at the same level as recent years. New trail segments and bike lanes also continue the upgrade of our overall transportation system.

In October the Council again showed their leadership and commitment to affordable housing by adopting a resolution to keep the state approved .01% additional local sales tax at work directly in our community. The projected \$300,000 annual revenue is required to fund affordable housing and will be put to best use here in North Bend. We will engage the community and other



stakeholders this coming year to determine how to derive the best results for those in our community most in need of this help.

Many of these recent leadership decisions faced opposition and controversy, but Council kept the safety and welfare of North Bend citizens in the forefront and took action to benefit the entire City.

Many of these decisions were also in response to changing needs of the community. Hence, this budget reflects those changing needs, including how revenues are collected, accounted for and spent on projects and personnel.

When I took office in January, I embraced the Council's priority for improved communication and transparency with our citizens. Led by our new Public Information Officer, we are increasing our community outreach with initiatives including a weekly update, a new quarterly newsletter and a just launched interactive development projects map in collaboration with the Community & Economic Development (CED) Department to better inform our citizens of changes in town. Look for a revamped website, increased coverage of City committee and commission activities and more in the coming year. This emphasis, along with increased citizen public records requests, will require shifting resources to respond.

This budget message would be remiss without recognizing our community struggle with the COVID-19 pandemic. City Hall has remained closed since March 2020 and we anticipate that will last into next year. Many local businesses will continue to experience depressed revenue and great economic strain. This not only impacts them but will continue to impact City finances as well. This year's infusion of CARES grants - while a help to many - will not fill the void and so we are taking a very conservative approach to preserve cash in our General Fund wherever prudent.

To meet and conduct business in our new virtual world we are increasing investment in new hardware and software solutions. A longstanding Council goal to modernize processes and tools to create a more efficient and less paper dependent operation, we are accelerating the effort in response to the new challenges such as those driving virtual meetings, telecommuting and online bill paying services. While I would rather be reaching that goal sans the pandemic, thank you; in some respects, it is forcing us out of our complacency.

And while we make these shifts, we must continue to process development permits, utility billing, building inspections, and all other service needs to meet our customers - our citizens - expectations. I know Council joins me and staff in support of maintaining our quality of life and high service levels during these hard times.

While we plugged the pandemic-related nearly half million-dollar budget gap in 2020 through expenditure cuts, including salary and benefits, more will be needed. We are responding by



updating our service model and staffing solutions to increase efficiency and adapt to changing expectations and needs and ensuring costs are paid by their funding source. Just begun union negotiations must balance the reality of these revenue impacts with increased pressure on our labor force and a competitive marketplace. Nonetheless, all departments are contributing - including public works, finance, police and fire - to control costs and still maintain their high service level throughout the pandemic and beyond. This budget does not add any new positions over those already approved during the previous biennium adjustment. Overall, we expect our FTE head count to remain about where it has been, which is similar to where it was during the great recession. At the same time, we have added 100s of new citizens to serve and approximately two miles of new roadway, sewer and water to maintain.

Meeting expectations for service and performance and paying for all of this is challenging enough. Yet we still face cost increases for goods and services, with many of our existing agreements containing 3-6% built in cost escalators. On top of this we have a regional economy which is driving all City costs higher by often double-digit percentages.

The challenge of balancing our budget while providing for ever-growing infrastructure and meeting citizen expectations threatens to outpace our ability to keep up. I strongly believe that the value received by our residents heavily outweighs the very minimal cost to them - and that we can ill afford to fall further behind.

While my original budget proposal included the statutorily allowed annual 1% property tax rate increase, Council declined to take it in consideration of concerns for making it harder on property owners in the near term already dealing with Covid impacts. Amazingly this increase was projected to only generate just over \$19,000 this coming year - so while it would have helped, it would not in itself cover the increased costs of doing business. We will have to be smarter and better across the board. Recent King County data suggests that the average home value in North Bend is \$608,000 which all in, after that our levy rate will actually decline, would result in a total annual property tax for the City of just \$670. That's roughly \$1.84/day for the delivery of general services including police, fire, streets maintenance (think snow plowing) and the myriad of other services and support we provide our community.

Finally, regardless of our revenue challenges, I am proud of the Council's commitment to step up essential financial support to social service agencies serving the greater North Bend area. This budget reflects a 25% increase, at Council direction, resulting in nearly \$130,000 in support of various social service agencies. Funding to agencies such as the Senior Center, Encompass, the Food Bank and many others will help to ensure that those most affected by the pandemic have the support system they need.

The primary take-away is that in the face of adversity we have created a balanced budget which will continue to provide citizens quality public service, continues to plan for the future, and



continues addressing the many infrastructure and business service needs expected by our citizens.

We continue to invest in the quality of life that all of us cherish in North Bend, doing so with the continued tradition of fiscal conservatism in our annual budgeting. Such conservatism has guaranteed a healthy reserve and a balanced annual budget. For this I thank our Finance Director, Dawn Masko, who found the path that meets our needs while preserving our contingency that then results in our AA bond rating, even while funding major infrastructure improvements. The latter will serve us well next year as we seek to fund the WWTP phase 2.

In summary, I want to thank my City Council colleagues for their support. We make a great team and together we will continue to keep North Bend a highly livable, small town community with a bright future. In the same spirit, I want to also thank both our City staff - whose commitment to service to our community sets the bar for all others - and citizens of this community. Thank you for supporting us through this difficult time and the hard decisions we are making.

I will continue to keep the best interests of the citizens in the forefront and maintain our great community and its special, small town character so blessed with one of the most spectacular natural settings in the Northwest. I will work my hardest to ensure we progress through 2021 with the hopes of a healthy and successful year.

Respectfully,

Mayor Rob McFarland



Budget Overview

The 2021-2022 Biennial Budget totals \$75,208,396 in all funds, including \$34,273,139 in operating funds. The budget is adopted as separate appropriations for each year, with the 2021 budget totaling \$40,512,750 and the 2022 budget totaling \$34,695,646.

The General Fund budget is balanced using conservative revenue estimates dictated by the City's Financial Policies. The 2021 budget of \$9,315,024 is 1.6% more than the 2020 revised budget of \$9.2 million, while the 2022 budget of \$9,801,137 is 5.2% more than the 2021 adopted budget.

Revenues

Total budgeted resources for 2021 are \$80,224,569, including a projected beginning fund balance for all funds in 2021 of \$28,748,556 and total revenues of \$51,476,013. Total budgeted resources for 2022 are \$67,076,116, including a projected beginning fund balance of \$39,711,819 and revenues of \$27,364,297. Due to economic uncertainties, revenues have been estimated very conservatively.

The City Council did not take the 1% inflationary increase in the property tax levy as allowed by state law. Total assessed City property values increased by \$143 million (8.3%) to \$1.863 billion. Of this increase, \$127 million was the result of new construction and improvements which added \$141,517 to the City's property tax levy. The City's 2021 estimated property tax levy is \$2,056,818. The 2021 regular property tax rate is \$1.10, and the voted debt levy is \$0.10, for a total of \$1.20 per \$1,000 of assessed valuation. Based on this rate, the City's share of regular property tax on a house valued at \$608,000 would be \$669 annually. The 2020 total City levy rate is \$1.22. The actual increase or decrease in each taxpayer's individual property taxes will depend primarily on how much their property value changed in relation to the citywide average.

Expenditures

Total budgeted expenditures for 2021 are \$40,512,750 and \$34,695,646 for 2022. The 2021 budget is \$9.8 million or 32% more than the 2020 actual expenditures. The increase is primarily due to capital spending, including Phase 2 of the Wastewater Treatment Plant critical improvements project. The 2022 budget is \$5.8 million or 14.4% less than the 2021 budget. Again, this is mostly due to timing of capital improvement projects.

The 2021 operating expenditures budget (total expenditures minus transfers, certain one-time expenditures, debt service and capital outlays) is \$16,940,263 compared to \$16,008,066 actual operating expenses in 2020. The 2022 operating expenditures budget across all funds is \$17,332,876.



Fund Balances

Ending fund balances are expected to be \$39,711,819 at the end of 2021 and \$32,380,470 by the end of 2022. This decrease is primarily due to the utilization of bond proceeds for the Wastewater Treatment Plant capital project. A \$1,937,412 ending balance is projected for the General Fund in 2021 and \$1,253,897 in 2022 which falls in line with our financial policy goal of 10 percent of the General Fund operating budget. The General Fund operating budget includes all expenses that are not classified as capital or interfund transfers. These expenses include all personnel costs, supplies, and professional services.

Staffing Changes

Following a management evaluation of City operations and corresponding staffing needs, the City began incrementally implementing recommended changes in late 2020. The 2021-2022 Biennial Budget includes several staffing changes related to this organizational evaluation to address operational effectiveness and workload needs. Staffing changes include:

- A Water Operations Manager has been added to the Public Works budget.
- A Human Resources/Emergency Management Coordinator has been added.
- A Senior Financial Analyst position has been added.
- The Senior Long-Range Planner position has been eliminated.
- An Economic Development Associate Planner has been added.
- The Events & Visitor Information Center Coordinator has been eliminated.
- The Administrative Assistant position has been eliminated.
- The GIS Mapping Technician position has been replaced with a GIS Analyst position.



Budget Process

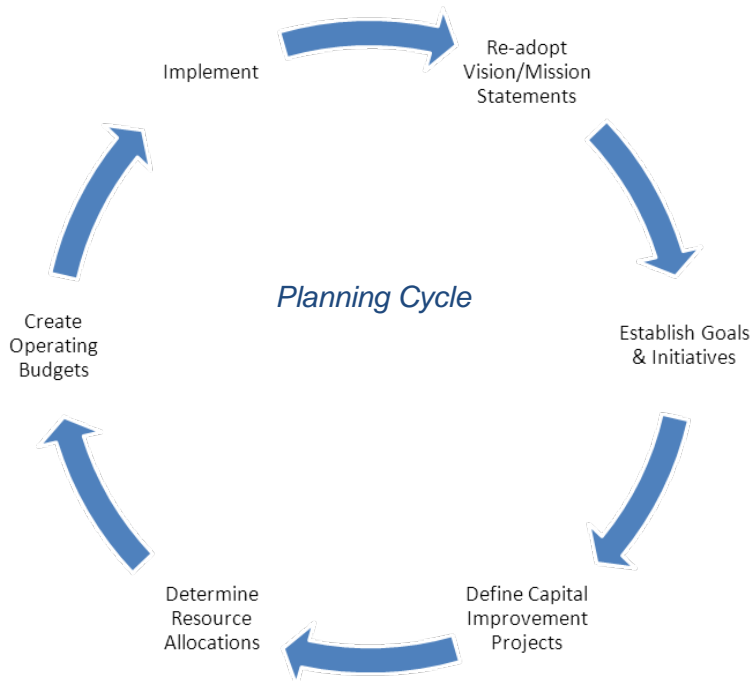
Budgets and Budgetary Accounting

Biennial appropriated budgets are adopted for all funds. These funds are budgeted on the cash basis of accounting. The financial statements include budgetary comparisons for all funds. Budgets are adopted at the fund level that constitutes the legal authority for expenditures. Appropriations for all funds lapse at the biennial period end.

Budget Process

The City of North Bend prepares a biennial budget following the process and time limits that are required by State law in the Revised Code of Washington (RCW) 35A.34. By law the first year of the biennial budget must be an odd numbered year. Accordingly, the preparation of the biennial budget occurs in the preceding even-numbered year. In even-numbered years there is a mid-biennial review and modification per State law.

The City's budget process is a continuous cycle. The Mayor, City Council, and City staff work together to develop the budget. The City is required by law to balance its budget and therefore it must forecast the revenues it will receive and the expenditures it will incur for the upcoming biennium. While the budget is being created, all parties must make decisions on how to utilize the limited revenues that the City receives in order to produce the greatest benefit to its citizens. The budget is constantly monitored throughout the year to ensure it does not expend more than its available resources.





Budget Responsibility and Development Process

The City recognizes its ethical and fiduciary responsibility to its citizens to carefully account for public funds, wisely manage municipal finances, and plan adequate funding for the services and facilities desired and needed by the public.

Washington State law requires the City to adopt a balanced budget. Appropriations are therefore limited to the total estimated revenues for the upcoming biennium, plus any fund balance estimated to be available at the close of the 2020 fiscal year. In addition, State law requires that the Finance Director provide quarterly revenue and expenditure budget updates to the City Council. The financial and budgetary laws, policies and practices used to guide development of this budget are detailed in this Budget Overview and the Appendix.

Procedures for Adopting the Original Budget

The City's budget procedures are mandated by Chapter 35A.34 RCW. The budget process steps are:

1. Prior to the beginning of the City's next fiscal biennium and before November 1, the Mayor submits a proposed budget to the City Council. This budget is based on priorities established through the Mayor by Department Directors after analyzing revenues, expenditures and statutory requirements.
2. The City Council conducts public hearings on the proposed budget in November and December (if necessary).
3. The City Council makes its adjustments to the proposed budget and adopts, by ordinance, a final balanced budget no later than December 31.
4. Within 30 days of adoption, the final budget is available to the public.

Amending the Budget

The budget, as adopted, constitutes the legal authority for expenditures. The City's budget is adopted at the fund level so that expenditures may not legally exceed appropriations at that level of detail. The Mayor, City Administrator and Finance Director may transfer budgeted amounts from one line item to another within any fund; however, any revisions that alter the total expenditures of a fund to be greater than the adopted appropriated amount or that affect the number of authorized employee positions or salary ranges must be approved by the City Council.

Any budget amendments made during the year are adopted by City Council ordinance. These amendments allow for necessary adjustments to the budget that could not have been planned for during the normal budgeting process and ensure that the budget remains in balance. Typical amendments include administrative adjustments, carry-forward appropriations resulting from projects that were not completed at year end, and new grant revenues awarded after the budget adoption. Biennial budgets must also be amended mid-biennium and at the end of the biennium.

Budget Document

The budget document serves two distinct purposes. (1) To present the City Council and public with a clear picture of the services the City provides, the cost of those services, and the policy decisions underlying the financial decisions, and (2) to provide City management with a financial and operating plan that guides the actions of the day-to-day activities to meet City Council goals and policy direction.



2021-2022 BUDGET PROCESS CALENDAR

The City follows the budget calendar below in establishing its budget every other year. This budget calendar is in accordance with State law time limitations and is designed to allow the Council and public ample opportunity to understand and have input on the budget direction of the City for the next two years.

AUGUST

4th (Tuesday) (Regular Council Meeting)

- Motion approving 2021-2022 Budget Calendar

OCTOBER

5th (Monday)

- 2021-2022 Preliminary Budget Estimates to City Council

13th (Tuesday)

- Budget Workshop #1 – Preliminary Budget Review
 - Budget Overview
 - Human Services Grant Requests

NOVEMBER

3rd (Tuesday)

- Preliminary Budget & Budget Message to City Council and City Clerk (official budget filing per RCW)

3rd (Tuesday) (Regular Council Meeting)

- Public Hearing – 2021 Property Tax Levy
- 1st Reading - Ordinance Adopting 2021 Property Tax Levy
- Public Hearing – 2021-2022 Budget

17th (Tuesday) (Regular Council Meeting)

- 2021-2022 Preliminary Budget Presentation
- Public Hearing – 2021-2022 Budget Ordinance
- Public Hearing – 2021 Property Tax Levy
- Ordinance Adopting 2021 Property Tax Levy
- 1st Reading – 2021-2022 Budget Ordinance

DECEMBER

1st (Tuesday) (Regular Council Meeting)

- Council Adoption of 2021-2022 Biennial Budget Ordinance



Basis of Accounting and Budgeting

Basis of Presentation – Fund Accounting

The accounts of the City are organized on the basis of funds and account groups. Each fund is a separate accounting entity with a self-balancing group of accounts. The City's resources are allocated to and accounted for in individual funds depending on their intended purpose. The City uses 26 separate funds. Each fund has a specific role and responsibility. Each fund is accounted for with a separate set of single-entry accounts that comprises its cash, investments, revenues and expenditures, as appropriate. Revenues and beginning fund balances must equal expenditures and ending fund balances. Revenues and expenditures within each fund are closely monitored to ensure accuracy, accountability, and efficiency.

With the exception of the General Fund, money within each fund cannot be used in other funds. Many of the revenues received in each fund are restricted in use by law and/or by legislative action. Funds may make interfund loans to other funds. However, any interfund loan must be paid back based on a predetermined schedule and must pay prevailing interest rates (usually the interest rate earned through the Local Government Investment Pool). The General Fund can make transfers to other funds if money is available.

Basis of Accounting

The City's basic accounting structure, including its chart of accounts and account coding format, is mandated by the Washington State Auditor's Budgeting, Accounting and Reporting System (BARS), and is enforced by the Office of the State Auditor through annual audits. The basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements.

The City of North Bend uses a cash basis of accounting. Revenues are recognized only when cash is received, and expenditures are recognized when paid, including those properly chargeable against the report year budget appropriations as required by state law. Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of capital assets, nor allocation of depreciation expense. Inventory is expensed when purchased.

Basis of Budgeting

The City uses the same revenue and expenditure recognition principles for budgeting as for accounting.

Balanced Budget

State law prescribes a balanced budget where total expenditures and other uses cannot exceed total resources (revenue plus beginning fund balance). Best budget practices also specify that "on-going expenditures" should not exceed "on-going revenues".

Budgetary Fund Balance

Budgetary fund balance is the difference between current liabilities (expenditures) and current assets (revenues) of a fund. This is the amount available for appropriation during the budget period.



Budget Fund Structure

The City's budget is composed of 26 separate appropriated funds. Each fund is independently balanced. Revenues and beginning fund balances must equal expenditures and ending fund balances. The City's budget is divided into two primary sections – governmental funds and proprietary funds.

The following are the fund types used by the City of North Bend:

Governmental Fund Types

Governmental funds are used to account for activities typically associated with state and local government operations. Governmental operating funds are generally supported by taxes, fees and charges, and contributions from other governments. They provide services such as street maintenance, parks, development activities, police, fire, and administrative functions. There are four governmental fund types used by the City of North Bend:

General Fund

This fund is the primary fund of the City of North Bend. It accounts for all financial resources except those required or elected to be accounted for in another fund. It is used to meet the basic services that your local government provides. The General Fund covers Police, Fire, Parks and Recreation, Development Services, Legal, Judicial and Financial Services, and General Administration. Major revenue sources include taxes, fees, licenses and permits, and intergovernmental revenues (Federal, State and County).

Special Revenues Funds

These funds account for revenues that are legally restricted or designated to finance particular activities. The **Street Operations Fund** is a Special Revenue Fund. Gas taxes are collected into the Street Fund and must be used for the maintenance of our streets, sidewalks, and trails. Other Special Revenue funds include the **Capital Streets Fund**, **Streets Overlay Fund**, **Impact Fees & Mitigation Fund**, **Hotel/Motel Tax Fund**, **Economic Development Fund**, **Park Capital Improvement Fund**, **Parks Maintenance Reserve Fund**, **Development Projects (CED) Fund**, and the **Transportation Benefit District Fund**.

Debt Service Funds

These funds account for financial resources which are designated for the retirement of debt. The City's Debt Service Funds are the **2011 Fire Station Bond Redemption Fund**, **2012 LTGO (TBD) Bond Redemption Fund**, **2015 LTGO Refunding Bond Fund**, and the **2018 LTGO Bond Fund**.

Capital Projects Fund

These funds account for financial resources which are designated for the acquisition or construction of general government capital projects (other than those financed by proprietary funds, special assessment funds, and trust funds). The City has a **Municipal Projects Fund** and a **Capital Improvement (REET) Fund**. A portion of the revenues received into the Capital Improvement fund (such as Real Estate Excise Taxes or REET) are restricted by law to be used for general capital improvements.



Proprietary Fund Types

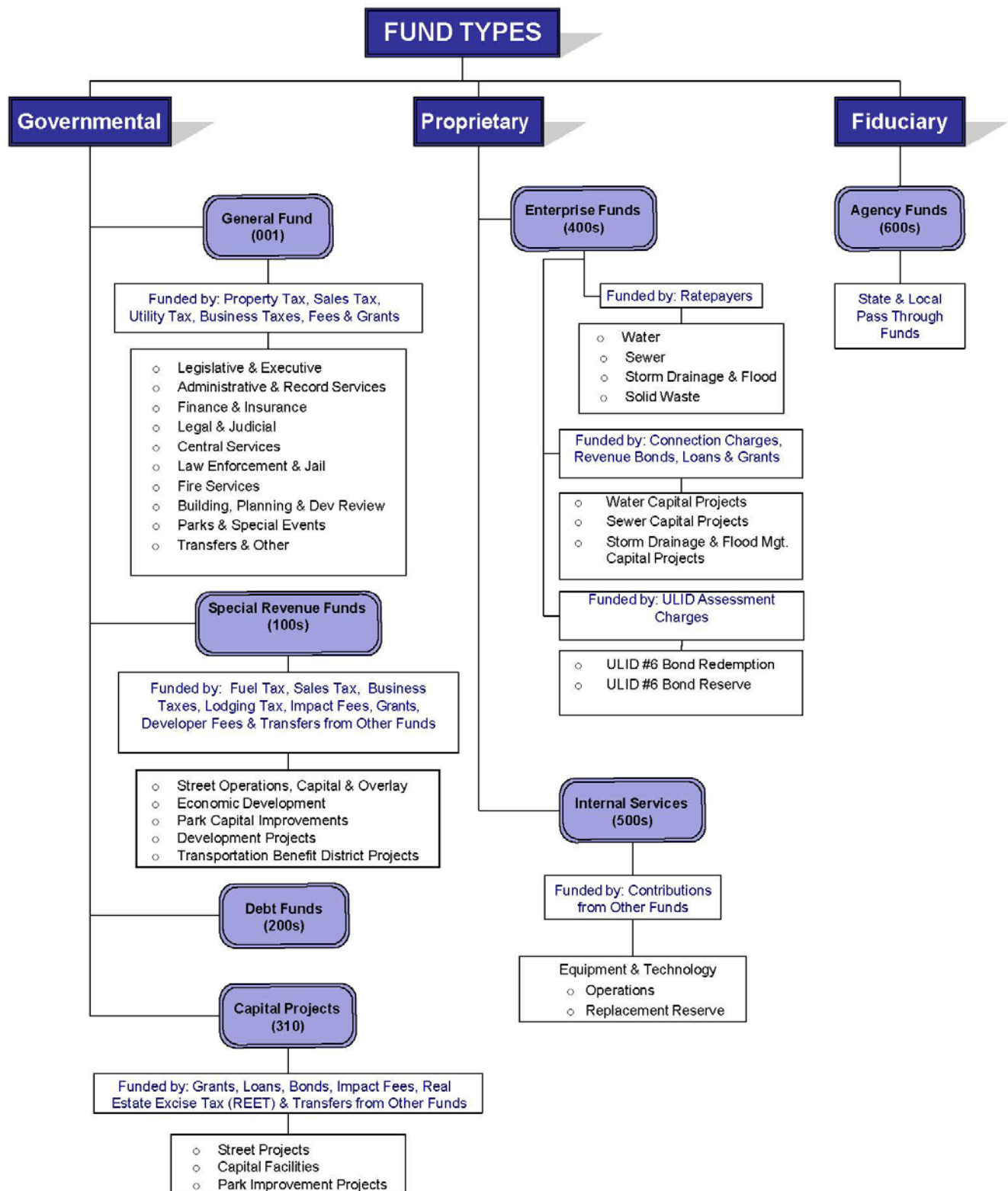
Proprietary Funds typically account for a government's business-type activities where all or most of the costs, including depreciation, are to be self-supporting with fees paid by users of their services. Proprietary funds are further divided into enterprise funds that provide services to those outside of the government and internal service funds that provide services to other funds of the City. The City of North Bend uses both fund types in this category:

Enterprise Funds

These funds account for operations that provide goods or services to the general public and are supported primarily by user charges. The **Water Utility Fund**, the **Sewer Utility Fund**, the **Storm Drainage & Flood Operations Fund**, the **Solid Waste & Recycling Operations Fund**, and the **ULID #6 Bond Redemption and Reserve Funds** are enterprise funds.

Internal Service Fund

These funds account for operations that provide goods or services to other departments or funds of the City on a cost-reimbursement basis. This fund category includes the **Equipment & Technology Operations Fund** and the **Equipment & Technology Reserve Fund**. The Equipment Operations and Reserve Funds account for the cost of maintain and replacing all City vehicles and heavy equipment. Each department is charged operating and maintenance fees as well as replacement rates for the use of these assets. The Technology Operations and Reserve Funds are used to protect the City's current and future investment in computer equipment. Each department is charged a rate that covers the cost of repair and maintenance, replacement, and operation of the City's technology infrastructure.







2021 Budget Summary

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 2,225,372	\$ 9,027,064	\$ 9,315,024	\$ 1,937,412
101	Street Operations Fund	-	768,023	768,023	-
102	Capital Streets Fund	77,584	193,020	183,102	87,502
103	Streets Overlay Fund	560,813	290,089	316,200	534,702
106	Impact Fees & Mitigation Fund	5,516,049	2,040,008	1,523,435	6,032,622
107	Hotel/Motel Tax Fund	13,813	14,300	-	28,113
108	Economic Development Fund	-	205,847	205,847	-
116	Park Improvement Fund	187,543	116,677	-	304,220
117	Park Maintenance Reserve Fund	20,102	10,000	-	30,102
125	Development Projects Fund	545,027	1,300,000	950,000	895,027
190	Transportation Benefit District Fund	1,710,572	605,880	327,850	1,988,602
216	2011 Fire Station Bond Fund	191,263	538,875	539,375	190,763
217	2012 LTGO (TBD) Bond Fund	-	149,850	149,850	-
218	2015 LTGO Bond Fund	-	191,722	191,722	-
220	2018 LTGO Bond Fund	-	249,500	249,500	-
310	Municipal Projects Fund	349,190	1,128,555	1,280,085	197,660
320	Capital Improvements (REET) Fund	2,271,755	700,000	392,307	2,579,448
401	Water Utility Fund	2,119,652	2,439,367	2,808,858	1,750,161
402	Sewer Utility Fund	7,934,000	28,711,544	18,546,877	18,098,667
404	Storm Drainage Utility Fund	1,193,621	1,009,667	789,488	1,413,800
404	Flood Operations Fund	475,701	181,085	246,772	410,014
405	Solid Waste & Recycling Fund	426,608	114,390	71,613	469,385
451	ULID #6 Bond Redemption Fund	822,506	873,715	1,138,800	557,421
452	ULID #6 Bond Reserve Fund	903,201	-	-	903,201
501	Equipment Operating Fund	-	307,630	307,630	-
501	Technology Operating Fund	-	210,392	210,392	-
502	Equipment Reserve Fund	951,789	90,155	-	1,041,944
502	Technology Reserve Fund	252,395	8,658	-	261,053
GRAND TOTAL:		\$ 28,748,556	\$ 51,476,013	\$ 40,512,750	\$ 39,711,819



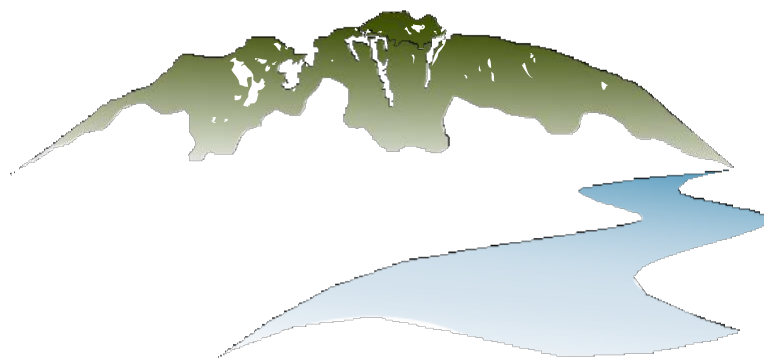
2021 Adopted Resources by Category

FUND TITLE	Fund #	Beginning Balance	Taxes	Licenses & Permits	Intergovt. Revenues	Charges for Goods & Services	Fines & Penalties	Interest, Miscellaneous & Capital Contributions	Interfund Transfers In	Other Financing Sources & Increases in Resources	Total Budget
GENERAL FUND	001	\$ 2,225,372	\$7,463,746	\$ 581,452	\$ 136,922	\$ 386,944	\$ 77,200	\$ 24,100	\$ 355,000	\$ 1,700	\$11,252,436
SPECIAL REVENUE FUNDS											
Street Operations	101	-	-	12,300	133,439	-	-	-	622,284	-	768,023
Capital Streets	102	77,584	-	-	50,670	-	-	-	142,350	-	270,604
Streets Overlay	103	560,813	-	-	25,036	-	-	-	265,053	-	850,902
Impact Fees	106	5,516,049	-	-	-	2,040,008	-	-	-	-	7,556,057
Hotel/Motel Tax	107	13,813	14,300	-	-	-	-	-	-	-	28,113
Economic Development	108	-	-	-	6,500	-	-	-	199,347	-	205,847
Park Improvement	116	187,543	-	-	116,677	-	-	-	-	-	304,220
Park Maintenance Reserve	117	20,102	-	-	-	-	-	-	10,000	-	30,102
Development Projects	125	545,027	-	-	-	1,300,000	-	-	-	-	1,845,027
Transportation Benefit District	190	1,710,572	605,880	-	-	-	-	-	-	-	2,316,452
DEBT SERVICE FUNDS											
2011 UTGO Fire Station Bond	216	191,263	178,875	-	-	-	-	-	360,000	-	730,138
2012 LTGO (TBD) Bond Redem	217	-	-	-	-	-	-	-	149,850	-	149,850
2015 LTGO Bonds	218	-	-	-	-	-	-	-	191,722	-	191,722
2018 LTGO Bonds	220	-	-	-	-	-	-	-	249,500	-	249,500
CAPITAL FUNDS											
Municipal Capital Projects	310	349,190	-	-	603,355	-	-	-	525,200	-	1,477,745
Capital Improvements (REET)	320	2,271,755	700,000	-	-	-	-	-	-	-	2,971,755
ENTERPRISE FUNDS											
Water Utility	401	2,119,652	-	-	-	2,146,850	-	292,517	-	-	4,559,019
Sewer Utility	402	7,934,000	-	-	-	3,527,935	-	1,183,609	-	24,000,000	36,645,544
Storm Drainage Utility	404	1,193,621	-	-	-	703,560	-	306,107	-	-	2,203,288
Flood Operations	404	475,701	-	5,000	-	174,785	-	1,300	-	-	656,786
Solid Waste & Recycling	405	426,608	-	85,590	25,800	-	-	3,000	-	-	540,998
ULID #6 Bond Redemption	451	822,506	-	-	-	-	-	873,715	-	-	1,696,221
ULID #6 Bond Reserve	452	903,201	-	-	-	-	-	-	-	-	903,201
INTERNAL SERVICE FUNDS											
Shop/Equipment Operating	501	-	-	-	-	307,630	-	-	-	-	307,630
Technology Operating	501	-	-	-	-	210,392	-	-	-	-	210,392
Equipment Reserve	502	951,789	-	-	-	90,155	-	-	-	-	1,041,944
Technology Reserve	502	252,395	-	-	-	8,658	-	-	-	-	261,053
GRAND TOTAL		\$28,748,556	\$8,962,801	\$ 684,342	\$1,098,399	\$10,896,917	\$ 77,200	\$ 2,684,348	\$3,070,306	\$24,001,700	\$80,224,569



2021 Adopted Expenditures by Category

	FUND TITLE	Fund #	Personnel Costs	Supplies	Services & Charges	Capital Outlay	Debt Service	Interfund Transfers	Other Financing Uses	Ending Fund Balance	Total Budget
General Fund	GENERAL FUND	001									
	Mayor & City Council		\$ 74,535	\$ -	\$ 9,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,235
	Administration & Finance		782,200	200	59,871	-	-	-	-	-	842,271
	Legal & Judicial		13,730	-	548,350	-	-	-	-	-	562,080
	Central Services		75	22,600	191,681	-	-	-	-	-	214,356
	Law Enforcement & Jail		-	250	2,509,547	70,000	-	-	-	-	2,579,797
	Fire Services & Emergency Mgmt		22,432	700	1,209,684	-	-	-	-	-	1,232,816
	Building, Planning & Dev Review		1,135,537	1,600	432,164	-	-	-	-	-	1,569,301
	Parks, Culture & Recreation		438,889	11,500	216,321	-	-	-	-	-	666,710
	Social & Human Services		-	-	128,500	-	-	-	-	-	128,500
	Other Expenditures & Transfers		-	8,500	211,624	-	-	1,214,034	800	-	1,434,958
	Ending Fund Balance		-	-	-	-	-	-	-	1,937,412	1,937,412
	TOTAL GENERAL FUND		\$ 2,467,398	\$ 45,350	\$ 5,517,442	\$ 70,000	\$ -	\$ 1,214,034	\$ 800	\$ 1,937,412	\$ 11,252,436
Special Revenue Funds	Street Operations	101	481,919	19,100	267,004	-	-	-	-	-	768,023
	Capital Streets	102	66,910	-	322	-	-	115,870	-	87,502	270,604
	Street Overlay	103	-	-	-	300,000	-	16,200	-	534,702	850,902
	Impact Fees	106	-	-	973,435	-	-	550,000	-	6,032,622	7,556,057
	Hotel/Motel Tax	107	-	-	-	-	-	-	-	28,113	28,113
	Economic Development	108	186,329	-	14,518	5,000	-	-	-	-	205,847
	Park Improvement	116	-	-	-	-	-	-	-	304,220	304,220
	Park Maintenance Reserve	117	-	-	-	-	-	-	-	30,102	30,102
	Development Projects	125	-	-	600,000	-	-	350,000	-	895,027	1,845,027
	Transportation Benefit District	190	-	-	-	-	-	327,850	-	1,988,602	2,316,452
Debt Funds	2011 UTGO Fire Station Bond	216	-	-	-	-	539,375	-	-	190,763	730,138
	2012 LTGO (TBD) Bond Redemp	217	-	-	-	-	149,850	-	-	-	149,850
	2015 LTGO Bonds	218	-	-	-	-	191,722	-	-	-	191,722
	2018 LTGO Bonds	220	-	-	-	-	249,500	-	-	-	249,500
CIP	Municipal Capital Projects	310	-	-	-	1,260,085	-	20,000	-	197,660	1,477,745
	Capital Improvements	320	-	-	-	-	-	392,307	-	2,579,448	2,971,755
Enterprise Funds	Water	401	1,236,471	96,000	993,805	175,000	213,582	94,000	-	1,750,161	4,559,019
	Sewer	402	1,506,716	82,200	930,664	14,640,000	1,387,297	-	-	18,098,667	36,645,544
	Storm Drainage	404	457,648	2,200	159,925	-	122,715	47,000	-	1,413,800	2,203,288
	Flood	404	178,252	1,150	67,370	-	-	-	-	410,014	656,786
	Solid Waste	405	44,274	-	27,339	-	-	-	-	469,385	540,998
	ULID #6 Bond Rdmpt.	451	-	-	-	-	1,138,800	-	-	557,421	1,696,221
	ULID #6 Bond Reserve	452	-	-	-	-	-	-	-	903,201	903,201
Internal	Shop/Equipment Operating	501	181,520	52,850	73,260	-	-	-	-	-	307,630
	Technology Operating	501	35,246	4,000	169,646	1,500	-	-	-	-	210,392
	Equipment Reserve	502	-	-	-	-	-	-	-	1,041,944	1,041,944
	Technology Reserve	502	-	-	-	-	-	-	-	261,053	261,053
GRAND TOTAL ALL FUNDS			\$ 6,842,683	\$ 302,850	\$ 9,794,730	\$ 16,451,585	\$ 3,992,841	\$ 3,127,261	\$ 800	\$ 39,711,819	\$ 80,224,569





2022 Budget Summary

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 1,937,412	\$ 9,117,622	\$ 9,801,137	\$ 1,253,897
101	Street Operations Fund	-	803,698	803,698	-
102	Capital Streets Fund	87,502	193,461	160,991	119,972
103	Streets Overlay Fund	534,702	390,053	300,000	624,755
106	Impact Fees & Mitigation Fund	6,032,622	2,706,914	1,314,445	7,425,091
107	Hotel/Motel Tax Fund	28,113	14,300	-	42,413
108	Economic Development Fund	-	214,734	214,734	-
116	Park Improvement Fund	304,220	116,677	-	420,897
117	Park Maintenance Reserve Fund	30,102	10,000	-	40,102
125	Development Projects Fund	895,027	1,300,000	950,000	1,245,027
190	Transportation Benefit District Fund	1,988,602	-	250,000	1,738,602
216	2011 Fire Station Bond Fund	190,763	179,160	179,660	190,263
218	2015 LTGO Bond Fund	-	191,769	191,769	-
220	2018 LTGO Bond Fund	-	245,500	245,500	-
310	Municipal Projects Fund	197,660	850,000	850,000	197,660
320	Capital Improvements (REET) Fund	2,579,448	600,000	346,377	2,833,071
401	Water Utility Fund	1,750,161	2,749,328	2,554,658	1,944,831
402	Sewer Utility Fund	18,098,667	4,841,160	13,702,102	9,237,725
404	Storm Drainage Utility Fund	1,413,800	1,042,364	881,086	1,575,078
404	Flood Operations Fund	410,014	184,580	250,254	344,340
405	Solid Waste & Recycling Fund	469,385	116,200	72,481	513,104
451	ULID #6 Bond Redemption Fund	557,421	834,734	1,099,600	292,555
452	ULID #6 Bond Reserve Fund	903,201	-	-	903,201
501	Equipment Operating Fund	-	313,511	313,511	-
501	Technology Operating Fund	-	213,643	213,643	-
502	Equipment Reserve Fund	1,041,944	112,290	-	1,154,234
502	Technology Reserve Fund	261,053	22,599	-	283,652
GRAND TOTAL:		\$ 39,711,819	\$ 27,364,297	\$ 34,695,646	\$ 32,380,470



2022 Adopted Resources by Category

FUND TITLE	Fund #	Beginning Balance	Taxes	Licenses & Permits	Intergovt. Revenues	Charges for Goods & Services	Fines & Penalties	Interest, Miscellaneous & Capital Contributions	Interfund Transfers In	Other Financing Sources & Increases in Resources	Total Budget
GENERAL FUND	001	\$ 1,937,412	\$7,648,060	\$ 586,541	\$ 139,468	\$ 383,553	\$ 78,300	\$ 25,000	\$ 255,000	\$ 1,700	\$11,055,034
SPECIAL REVENUE FUNDS											
Street Operations	101	-	-	12,300	115,614	-	-	-	675,784	-	803,698
Capital Streets	102	87,502	-	-	49,686	-	-	-	143,775	-	280,963
Streets Overlay	103	534,702	-	-	-	-	-	-	390,053	-	924,755
Impact Fees	106	6,032,622	-	-	-	2,706,914	-	-	-	-	8,739,536
Hotel/Motel Tax	107	28,113	14,300	-	-	-	-	-	-	-	42,413
Economic Development	108	-	-	-	6,500	-	-	-	208,234	-	214,734
Park Improvement	116	304,220	-	-	116,677	-	-	-	-	-	420,897
Park Maintenance Reserve	117	30,102	-	-	-	-	-	-	10,000	-	40,102
Development Projects	125	895,027	-	-	-	1,300,000	-	-	-	-	2,195,027
Transportation Benefit District	190	1,988,602	-	-	-	-	-	-	-	-	1,988,602
DEBT SERVICE FUNDS											
2011 UTGO Fire Station Bond	216	190,763	179,160	-	-	-	-	-	-	-	369,923
2015 LTGO Bonds	218	-	-	-	-	-	-	-	191,769	-	191,769
2018 LTGO Bonds	220	-	-	-	-	-	-	-	245,500	-	245,500
CAPITAL FUNDS											
Municipal Capital Projects	310	197,660	-	-	100,000	-	-	-	750,000	-	1,047,660
Capital Improvements (REET)	320	2,579,448	600,000	-	-	-	-	-	-	-	3,179,448
ENTERPRISE FUNDS											
Water Utility	401	1,750,161	-	-	-	2,195,595	-	553,733	-	-	4,499,489
Sewer Utility	402	18,098,667	-	-	-	3,580,545	-	1,260,615	-	-	22,939,827
Storm Drainage Utility	404	1,413,800	-	-	-	721,150	-	321,214	-	-	2,456,164
Flood Operations	404	410,014	-	5,000	-	178,280	-	1,300	-	-	594,594
Solid Waste & Recycling	405	469,385	-	87,400	25,800	-	-	3,000	-	-	585,585
ULID #6 Bond Redemption	451	557,421	-	-	-	-	-	834,734	-	-	1,392,155
ULID #6 Bond Reserve	452	903,201	-	-	-	-	-	-	-	-	903,201
INTERNAL SERVICE FUNDS											
Shop/Equipment Operating	501	-	-	-	-	313,511	-	-	-	-	313,511
Technology Operating	501	-	-	-	-	213,643	-	-	-	-	213,643
Equipment Reserve	502	1,041,944	-	-	-	112,290	-	-	-	-	1,154,234
Technology Reserve	502	261,053	-	-	-	22,599	-	-	-	-	283,652
GRAND TOTAL		\$39,711,819	\$8,441,520	\$ 691,241	\$ 553,745	\$11,728,080	\$ 78,300	\$ 2,999,596	\$2,870,115	\$ 1,700	\$67,076,116



2022 Adopted Expenditures by Category

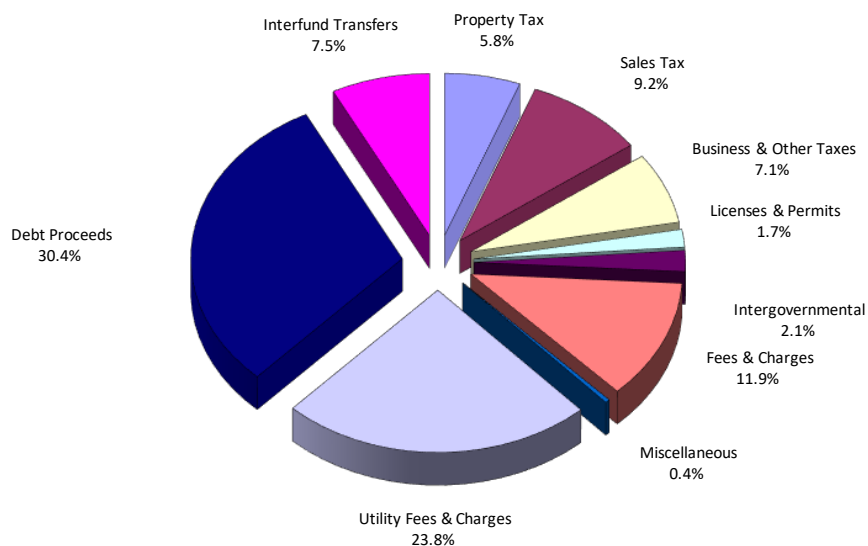
	FUND TITLE	Fund #	Personnel Costs	Supplies	Services & Charges	Capital Outlay	Debt Service	Interfund Transfers	Other Financing Uses	Ending Fund Balance	Total Budget
General Fund	General Fund	001									
	Mayor & City Council		\$ 74,535	\$ -	\$ 11,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,735
	Administration & Finance		814,546	200	61,568	-	-	-	-	-	876,314
	Legal & Judicial		-	-	558,100	-	-	-	-	-	558,100
	Central Services		75	22,600	205,241	-	-	-	-	-	227,916
	Law Enforcement & Jail		-	250	2,623,465	70,000	-	-	-	-	2,693,715
	Fire Services & Emergency Mgmt		23,692	700	1,260,959	-	-	-	-	-	1,285,351
	Building, Planning & Dev Review		1,176,787	1,600	439,670	-	-	-	-	-	1,618,057
	Parks, Culture & Recreation		454,507	11,500	231,292	-	-	-	-	-	697,299
	Social & Human Services		-	-	128,500	-	-	-	-	-	128,500
	Other Expenditures & Transfers		-	8,500	218,004	-	-	1,402,846	800	-	1,630,150
	Ending Fund Balance		-	-	-	-	-	-	-	1,253,897	1,253,897
	TOTAL GENERAL FUND		\$ 2,544,142	\$ 45,350	\$ 5,737,999	\$ 70,000	\$ -	\$ 1,402,846	\$ 800	\$ 1,253,897	\$ 11,055,034
Special Revenue Funds	Street Operations	101	500,828	19,100	283,770	-	-	-	-	-	803,698
	Capital Streets	102	44,895	-	204	-	-	115,892	-	119,972	280,963
	Street Overlay	103	-	-	-	300,000	-	-	-	624,755	924,755
	Impact Fees	106	-	-	939,445	-	-	375,000	-	7,425,091	8,739,536
	Hotel/Motel Tax	107	-	-	-	-	-	-	-	42,413	42,413
	Economic Development	108	194,642	-	15,092	5,000	-	-	-	-	214,734
	Park Improvement	116	-	-	-	-	-	-	-	420,897	420,897
	Park Maintenance Reserve	117	-	-	-	-	-	-	-	40,102	40,102
	Development Projects	125	-	-	600,000	-	-	350,000	-	1,245,027	2,195,027
	Transportation Benefit District	190	-	-	-	-	-	250,000	-	1,738,602	1,988,602
Debt Funds	2011 UTGO Fire Station Bond	216	-	-	-	-	179,660	-	-	190,263	369,923
	2015 LTGO Bonds	218	-	-	-	-	191,769	-	-	-	191,769
	2018 LTGO Bonds	220	-	-	-	-	245,500	-	-	-	245,500
CIP	Municipal Capital Projects	310	-	-	-	850,000	-	-	-	197,660	1,047,660
	Capital Improvements	320	-	-	-	-	-	346,377	-	2,833,071	3,179,448
Enterprise Funds	Water	401	1,268,387	96,000	977,834	-	212,437	-	-	1,944,831	4,499,489
	Sewer	402	1,556,789	82,200	945,239	9,360,000	1,757,874	-	-	9,237,725	22,939,827
	Storm Drainage	404	468,469	2,200	161,902	-	123,515	125,000	-	1,575,078	2,456,164
	Flood	404	181,384	1,150	67,720	-	-	-	-	344,340	594,594
	Solid Waste	405	45,095	-	27,386	-	-	-	-	513,104	585,585
	ULID #6 Bond Rdmpt.	451	-	-	-	-	1,099,600	-	-	292,555	1,392,155
	ULID #6 Bond Reserve	452	-	-	-	-	-	-	-	903,201	903,201
Internal	Shop/Equipment Operating	501	187,171	52,850	73,490	-	-	-	-	-	313,511
	Technology Operating	501	36,748	4,000	171,395	1,500	-	-	-	-	213,643
	Equipment Reserve	502	-	-	-	-	-	-	-	1,154,234	1,154,234
	Technology Reserve	502	-	-	-	-	-	-	-	283,652	283,652
GRAND TOTAL ALL FUNDS			\$ 7,028,550	\$ 302,850	\$10,001,476	\$10,586,500	\$ 3,810,355	\$ 2,965,115	\$ 800	\$ 32,380,470	\$ 67,076,116



Revenues & Other Sources Summary

Description	2018 Actual	2019 Actual	2020 Revised	2020 Actual	2021 Adopted	2022 Adopted
Property Tax	1,819,163	1,918,189	2,065,686	2,065,249	2,235,693	2,338,112
Sales Tax	3,558,974	4,040,983	3,582,460	3,744,842	3,892,335	3,349,220
Hotel/Motel Tax	14,294	13,367	13,000	14,512	14,300	14,300
Business & Excise Taxes	1,085,130	1,157,964	1,079,447	1,111,444	1,067,168	1,076,048
Utility Taxes	1,039,795	1,035,596	1,042,875	1,057,304	1,053,305	1,063,840
Real Estate Excise Tax	1,216,869	1,042,470	1,041,000	1,138,497	700,000	600,000
Franchise Fees	189,560	194,730	196,099	198,879	197,590	200,700
Licenses & Permits	652,458	482,235	639,453	668,461	486,752	490,541
Intergovernmental	1,854,167	3,107,865	2,257,938	2,050,704	1,098,399	553,745
Charges for Goods & Services	5,110,728	3,397,492	4,262,068	4,215,291	3,726,952	4,390,467
Utility Collections	5,895,881	6,053,356	6,431,918	6,573,450	6,553,130	6,675,570
Interfund Charges for Services	715,946	666,799	619,818	505,389	616,835	662,043
Fines & Penalties	83,091	102,621	47,637	46,916	77,200	78,300
Interest & Miscellaneous	984,512	593,302	255,710	261,359	62,400	58,300
ULID Assessments	1,086,469	1,192,522	1,030,452	1,062,315	873,715	834,734
Capital Contributions	3,302,327	1,988,738	2,977,289	3,174,240	1,748,233	2,106,562
Debt Proceeds	4,069,200	9,443,609	999,774	-	24,000,000	-
Interfund Transfers	8,283,659	7,762,956	4,849,008	4,193,664	3,070,306	2,870,115
Other Financing Sources & Non-Revenues	949,720	1,714,230	1,339,326	1,348,613	1,700	1,700
Beginning Fund Balances	20,276,015	26,951,819	30,912,386	30,912,388	28,748,556	39,711,819
Total Revenue From All Sources	\$ 62,187,958	\$ 72,860,843	\$ 65,643,344	\$ 64,343,518	\$ 80,224,569	\$ 67,076,116

2021-2022 Adopted Revenue Sources





Expenditures & Other Uses Summary

Description	2018 Actual	2019 Actual	2020 Revised	2020 Actual	2021 Adopted	2022 Adopted
Operations Expenditures						
Mayor & City Council	\$ 86,482	\$ 83,132	\$ 80,353	\$ 78,512	\$ 84,235	\$ 85,735
Administration	472,761	443,446	464,549	357,736	449,711	467,334
Court Services	160,665	170,383	153,000	123,282	166,000	170,000
Legal	307,859	347,828	372,675	351,424	396,080	388,100
Finance	292,485	272,178	313,144	278,219	392,560	408,980
Central Services	184,286	211,716	1,567,871	1,605,379	976,593	897,779
Law Enforcement	1,701,890	1,977,807	1,901,416	1,901,499	2,009,797	2,123,715
Fire Services	1,099,528	1,147,925	1,190,008	1,186,177	1,208,484	1,259,759
Jail Contract	450,188	523,643	450,000	315,326	500,000	500,000
Emergency Management	4,374	164,525	288,878	251,583	24,332	25,592
Building	531,295	440,144	564,428	497,808	601,584	625,952
Development Review	224,600	191,311	227,722	211,017	208,152	214,976
Human Services	92,000	96,750	96,750	96,750	128,500	128,500
Meadowbrook Farm	20,000	10,000	10,000	10,000	10,000	10,000
Planning	591,340	494,108	526,017	456,163	759,565	777,129
Culture & Recreation	108,884	122,420	74,368	67,432	93,275	94,545
Historical Museum	3,000	3,000	3,000	3,000	5,000	5,000
Parks	747,861	782,320	1,042,290	989,938	769,633	857,336
Land & Building Management	1,047,648	1,006,948	894,359	504,423	604,231	604,102
Non-Departmental	156,754	182,251	218,585	188,268	215,893	222,402
Street Operations	808,420	813,766	877,078	830,787	835,255	848,797
Economic Development	222,727	198,636	132,148	127,750	200,847	209,734
Total Operations Expenditures	9,315,047	9,684,237	11,448,639	10,432,472	10,639,727	10,925,467
Proprietary Expenditures						
Water Utility	1,997,884	2,070,935	2,439,517	2,259,452	2,326,276	2,342,221
Sewer Utility	1,915,846	1,956,809	2,402,463	2,054,692	2,519,580	2,584,228
Storm Drainage Utility	603,258	578,618	698,595	600,339	619,773	632,571
Flood Operations	213,809	206,011	266,020	221,819	246,772	250,254
Solid Waste & Recycling	55,528	63,657	94,228	76,881	71,613	72,481
ULID #6	55,394	-	-	-	-	-
Shop Operations	248,005	210,397	294,300	217,778	307,630	313,511
Technology Operations	123,976	143,631	183,291	144,633	208,892	212,143
Total Proprietary Expenditures	5,213,700	5,230,059	6,378,414	5,575,594	6,300,536	6,407,409
Total Operating Expenditures	14,528,747	14,914,296	17,827,053	16,008,066	16,940,263	17,332,876
Other Financing Uses						
Capital Outlay	155,157	645,503	575,282	432,810	71,500	71,500
Capital Improvements	8,740,770	11,128,346	10,678,711	7,185,080	16,380,085	10,515,000
Debt Service	2,880,141	7,292,604	2,884,811	2,844,597	3,992,841	3,810,355
Interfund Transfers	8,283,659	7,782,409	4,848,989	4,195,899	3,127,261	2,965,115
Non-Expenditures	725,000	185,296	79,942	19,016	800	800
Total Other Financing Uses	20,784,727	27,034,159	19,067,735	14,677,402	23,572,487	17,362,770
Total Expenditures & Other Uses	35,313,474	41,948,455	36,894,788	30,685,468	40,512,750	34,695,646
Ending Fund Balances	26,874,484	30,912,388	28,748,556	33,658,050	39,711,819	32,380,470
Total Expenditures, Other Uses & Fund Balances	\$ 62,187,958	\$ 72,860,843	\$ 65,643,344	\$ 64,343,518	\$ 80,224,569	\$ 67,076,116



Revenue Summary by Fund

	2018 Actual	2019 Actual	2020 Revised	2020 Actual	2021 Adopted	2022 Adopted
General Fund	\$ 10,759,006	\$ 12,522,988	\$ 11,397,156	\$ 11,675,202	\$ 11,252,436	\$ 11,055,034
Street Operations Fund	795,556	794,841	879,428	764,764	768,023	803,698
Capital Streets Fund	224,763	271,396	280,268	282,653	270,604	280,963
Streets Overlay Fund	821,805	751,819	896,725	896,724	850,902	924,755
Impact Fees & Mitigation Fund	4,760,177	5,352,173	7,741,818	8,041,694	7,556,057	8,739,536
Hotel/Motel Tax Fund	21,447	15,813	13,813	15,325	28,113	42,413
Economic Development Fund	226,806	198,636	139,113	134,034	205,847	214,734
Park Improvement Fund	274,068	333,172	280,527	234,272	304,220	420,897
Park Maintenance Reserve Fund	-	10,014	20,102	20,108	30,102	40,102
Development Projects Fund	1,991,432	1,909,750	1,823,492	1,471,093	1,845,027	2,195,027
Transportation Benefit District Fund	1,765,575	1,980,599	2,063,900	2,093,406	2,316,452	1,988,602
2011 Fire Station Bond Fund	360,092	367,838	370,038	368,285	730,138	369,923
2012 LTGO (TBD) Bond Fund	145,475	147,225	149,050	148,850	149,850	-
2015 LTGO Bond Fund	197,318	189,661	196,405	196,124	191,722	191,769
2016 LTGO (LOC) Bond Fund	25,070	700,282	-	-	-	-
2018 LTGO Bond Fund	4,069,200	247,142	248,300	248,100	249,500	245,500
Municipal Projects Fund	6,521,384	7,290,751	3,014,416	2,278,229	1,477,745	1,047,660
Capital Improvements (REET) Fund	2,558,451	2,878,267	3,243,100	3,340,859	2,971,755	3,179,448
Water Utility Fund	6,573,792	5,589,762	5,050,004	5,128,676	4,559,019	4,499,489
Sewer Utility Fund	7,559,328	18,631,864	18,631,879	17,829,274	36,645,544	22,939,827
Storm Drainage Utility Fund	2,375,895	2,498,565	2,051,882	2,096,410	2,203,288	2,456,164
Flood Operations Fund	790,067	767,527	741,721	750,082	656,786	594,594
Solid Waste & Recycling Fund	408,658	471,413	520,836	521,934	540,998	585,585
ULID #6 Bond Redemption Fund	5,954,521	5,798,850	2,519,871	2,551,947	1,696,221	1,392,155
ULID #6 Bond Reserve Fund	1,492,801	1,414,496	1,424,896	1,425,144	903,201	903,201
Equipment Operating Fund	279,404	242,160	294,335	217,778	307,630	313,511
Technology Operating Fund	133,765	151,475	184,585	146,714	210,392	213,643
Equipment Reserve Fund	903,977	1,074,218	1,196,789	1,196,884	1,041,944	1,154,234
Technology Reserve Fund	198,126	258,145	268,895	268,953	261,053	283,652
CITY TOTAL	\$ 62,187,958	\$ 72,860,843	\$ 65,643,344	\$ 64,343,518	\$ 80,224,569	\$ 67,076,116



Expenditure Summary by Fund

	2018 Actual	2019 Actual	2020 Revised	2020 Actual	2021 Adopted	2022 Adopted
General Fund	\$ 8,510,165	\$ 10,344,913	\$ 9,171,784	\$ 8,438,541	\$ 9,315,024	\$ 9,801,137
Street Operations Fund	795,556	794,841	879,428	764,764	768,023	803,698
Capital Streets Fund	162,869	176,861	202,684	201,241	183,102	160,991
Streets Overlay Fund	419,031	238,820	335,912	163,674	316,200	300,000
Impact Fees & Mitigation Fund	1,601,964	1,418,930	2,225,769	2,154,692	1,523,435	1,314,445
Hotel/Motel Tax Fund	19,000	15,000	-	-	-	-
Economic Development Fund	226,806	198,636	139,113	134,034	205,847	214,734
Park Improvement Fund	159,935	240,036	92,984	45,756	-	-
Development Projects Fund	1,544,000	1,440,123	1,278,465	893,277	950,000	950,000
Transportation Benefit District Fund	490,692	522,984	353,328	336,576	327,850	250,000
2011 Fire Station Bond Fund	175,775	177,775	178,775	178,575	539,375	179,660
2012 LTGO (TBD) Bond Fund	145,475	147,225	149,050	148,850	149,850	-
2015 LTGO Bond Fund	197,318	189,661	196,405	196,124	191,722	191,769
2016 LTGO (LOC) Bond Fund	25,070	700,282	-	-	-	-
2018 LTGO Bond Fund	4,069,200	247,142	248,300	248,100	249,500	245,500
Municipal Projects Fund	4,395,336	6,999,702	2,665,226	1,748,585	1,280,085	850,000
Capital Improvements (REET) Fund	764,897	695,167	971,345	522,208	392,307	346,377
Water Utility Fund	5,302,719	3,146,043	2,930,352	2,570,532	2,808,858	2,554,658
Sewer Utility Fund	2,956,330	7,010,340	10,697,879	8,188,337	18,546,877	13,702,102
Storm Drainage Utility Fund	1,066,892	1,725,455	858,261	734,415	789,488	881,086
Flood Operations Fund	213,809	206,066	266,020	221,819	246,772	250,254
Solid Waste & Recycling Fund	55,528	63,657	94,228	76,881	71,613	72,481
ULID #6 Bond Redemption Fund	1,425,791	4,837,126	1,697,365	1,693,187	1,138,800	1,099,600
ULID #6 Bond Reserve Fund	106,814	-	521,695	521,695	-	-
Equipment Operating Fund	279,404	242,160	294,335	217,778	307,630	313,511
Technology Operating Fund	133,765	151,475	184,585	145,927	210,392	213,643
Equipment Reserve Fund	54,787	-	245,000	138,054	-	-
Technology Reserve Fund	14,548	18,036	16,500	1,846	-	-
CITY TOTAL	\$ 35,313,474	\$ 41,948,455	\$ 36,894,788	\$ 30,685,468	\$ 40,512,750	\$ 34,695,646



Ending Fund Balances

Fund	Ending Fund Balance					
	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual	2021 Adopted Budget	2022 Adopted Budget
General Fund	\$ 2,248,842	\$ 2,178,076	\$ 2,225,372	\$ 3,236,661	\$ 1,937,412	\$ 1,253,897
Capital Streets	61,894	94,535	77,584	81,412	87,502	119,972
Streets Overlay	402,775	512,999	560,813	733,051	534,702	624,755
Impact Fees & Mitigation	3,158,213	3,933,243	5,516,049	5,887,002	6,032,622	7,425,091
Hotel/Motel Tax	2,447	813	13,813	15,325	28,113	42,413
Park Capital Improvement	114,133	93,136	187,543	188,517	304,220	420,897
Park Maintenance Reserve	-	10,014	20,102	20,108	30,102	40,102
Development Projects	447,432	469,627	545,027	577,816	895,027	1,245,027
Transportation Benefit District	1,274,883	1,457,615	1,710,572	1,756,830	1,988,602	1,738,602
Debt Service Funds	184,317	190,063	191,263	189,710	190,763	190,263
Municipal Capital Projects	2,126,048	291,049	349,190	529,643	197,660	197,660
Capital Improvement (REET)	1,793,554	2,183,100	2,271,755	2,818,650	2,579,448	2,833,071
Water Utility	1,271,073	2,443,719	2,119,652	2,558,144	1,750,161	1,944,831
Sewer Utility	4,602,998	11,621,524	7,934,000	9,640,937	18,098,667	9,237,725
Storm Drainage Utility	1,309,003	773,110	1,193,621	1,361,995	1,413,800	1,575,078
Flood Operations	576,259	561,461	475,701	528,263	410,014	344,340
Solid Waste & Recycling	353,129	407,756	426,608	445,053	469,385	513,104
ULID #6 Bond Funds	5,914,717	2,376,220	1,725,707	1,762,209	1,460,622	1,195,756
Technology Operating	-	-	-	787	-	-
Equipment Reserve	849,190	1,074,218	951,789	1,058,830	1,041,944	1,154,234
Technology Reserve	183,579	240,109	252,395	267,107	261,053	283,652
Total	\$ 26,874,484	\$ 30,912,388	\$ 28,748,556	\$ 33,658,050	\$ 39,711,819	\$ 32,380,470

General Fund Ending Fund Balance

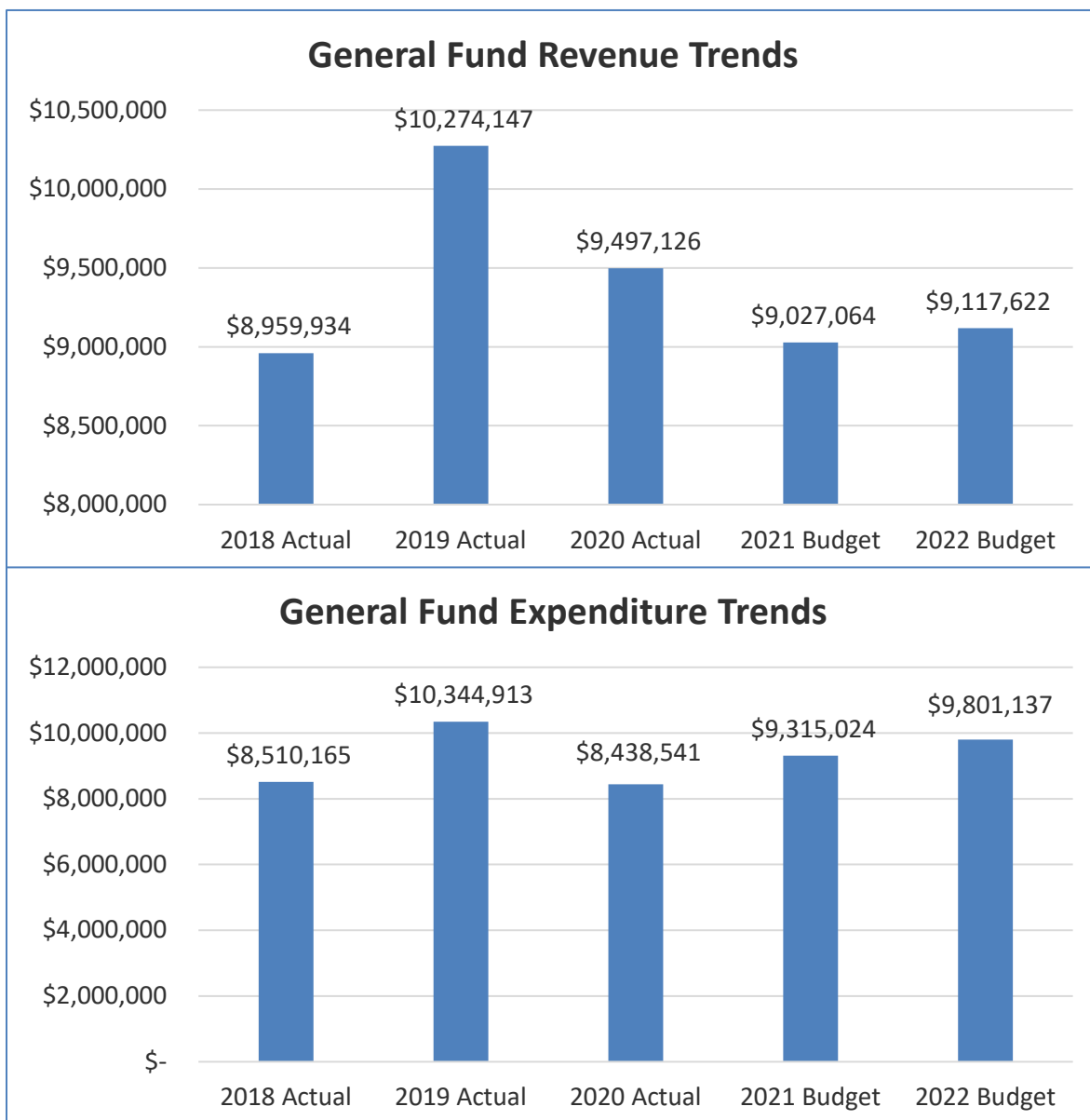
General Fund	Ending Fund Balance					
	2018 Actual	2019 Actual	2020 Revised Budget	2020 Actual	2021 Adopted Budget	2022 Adopted Budget
Assigned - 10% Reserve	\$ 347,586	\$ 348,826	\$ 389,692	\$ 389,692	\$ 444,229	\$ 455,426
Other Assigned	276,352	407,913	393,523	393,523	358,490	377,023
Restricted - Petty Cash	400	400	300	300	300	300
Unassigned/Unreserved	1,174,734	1,491,703	1,394,561	1,394,561	1,422,353	1,104,663
Total	\$ 1,799,072	\$ 2,248,842	\$ 2,178,076	\$ 2,178,076	\$ 2,225,372	\$ 1,937,412



General Fund Summary

The General Fund is used to account for all financial resources and transactions except for those that must be accounted for in other funds such as debt service, capital, enterprise and internal service funds. The General Fund generates much of its revenue from taxes and state and local shared revenue. This revenue is used to provide general government services, including police and fire protection, planning and community development, engineering, finance, parks, human services, special events, administration, and facility maintenance. It also transfers resources to other funds for support of streets, economic development, and other projects as needed.

On the following pages, you will find General Fund revenue comparisons for 2018 actuals through 2021-2022 budget as well as detailed information on major revenue sources. A summary of General Fund expenditures is followed by a more detailed presentation of expenditures by department, also providing comparable expenditure figures for 2018 actuals through the 2021-2022 budget.





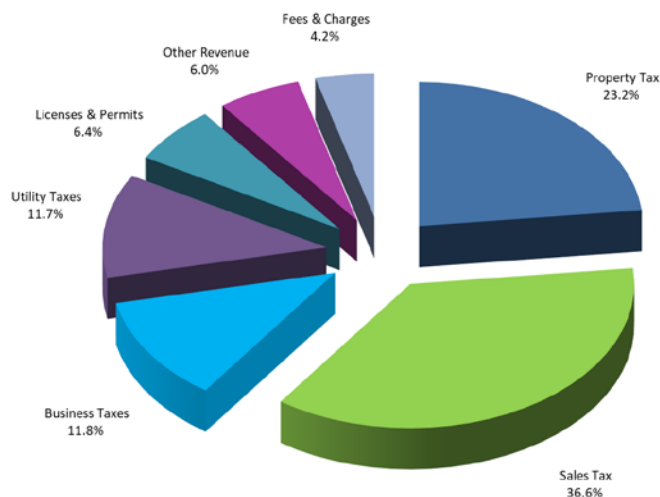
General Fund Revenue Summary

General Fund revenue for 2021 and 2022, excluding fund balances and transfers, is \$8.7 million and \$8.9 million respectively; a 3% decrease from 2020 actual revenues and a 2% increase between the 2021 and 2022 budget estimates. The decrease from 2020 is primarily due to conservative revenue estimates in 2021 because of the uncertainty of COVID-19 on City revenue sources. The increase in 2022 is primarily from projected property tax increases due to new construction.

General Fund Revenues & Other Sources Summary

Description	2018 Actual	2019 Actual	2020 Revised	2020 Actual	2021 Adopted	2022 Adopted
Beginning Fund Balance						
Restricted	\$ 400	\$ 400	\$ 300	\$ 300	\$ 300	\$ 300
Assigned	623,938	756,739	783,215	783,215	802,719	832,449
Unassigned	<u>1,174,734</u>	<u>1,491,703</u>	<u>1,394,561</u>	<u>1,394,561</u>	<u>1,422,353</u>	<u>1,104,663</u>
Beginning Fund Balance	1,799,072	2,248,842	2,178,076	2,178,076	2,225,372	1,937,412
Revenues & Other Sources						
Property Tax	1,644,171	1,739,278	1,887,411	1,888,733	2,056,818	2,158,952
Sales Tax	2,964,968	3,366,144	2,988,460	3,121,620	3,286,455	3,349,220
Business & Excise Taxes	1,085,130	1,157,964	1,079,447	1,111,444	1,067,168	1,076,048
Utility Taxes	1,039,795	1,035,596	1,042,875	1,057,304	1,053,305	1,063,840
Franchise Fees	111,123	110,068	112,019	112,019	112,000	113,300
Licenses & Permits	629,474	466,469	624,753	653,999	469,452	473,241
Intergovernmental	135,396	142,604	462,709	469,701	136,922	139,468
Charges for Goods & Services	376,085	324,864	417,834	424,965	386,944	383,553
Fines & Penalties	83,091	102,621	47,100	46,379	77,200	78,300
Interest & Miscellaneous	92,202	100,759	37,818	38,645	24,100	25,000
Interfund Transfers	574,053	437,663	511,506	565,119	355,000	255,000
Other Financing Sources & Resources	<u>224,446</u>	<u>1,290,118</u>	<u>7,148</u>	<u>7,198</u>	<u>1,700</u>	<u>1,700</u>
Total Revenues & Other Sources	8,959,934	10,274,147	9,219,080	9,497,126	9,027,064	9,117,622
Total Revenues From All Sources	<u>\$ 10,759,006</u>	<u>\$ 12,522,988</u>	<u>\$ 11,397,156</u>	<u>\$ 11,675,202</u>	<u>\$ 11,252,436</u>	<u>\$ 11,055,034</u>

2021-2022 Adopted General Fund Revenue Sources





General Fund Revenue Sources

This summary describes each of the major General Fund revenue sources in the 2021-2022 budget. Budget amounts are based on the best available information at the time of budget preparation.

In the following narrative, percentages that appear in resource headings refer to the percentages of total revenues represented by the revenue stream (without beginning cash balances). Total resources for the fund include beginning fund balances, considered to be non-revenues when evaluating revenues versus expenditures for any fiscal year. The amounts listed are for the biennium and include both 2021 and 2022.

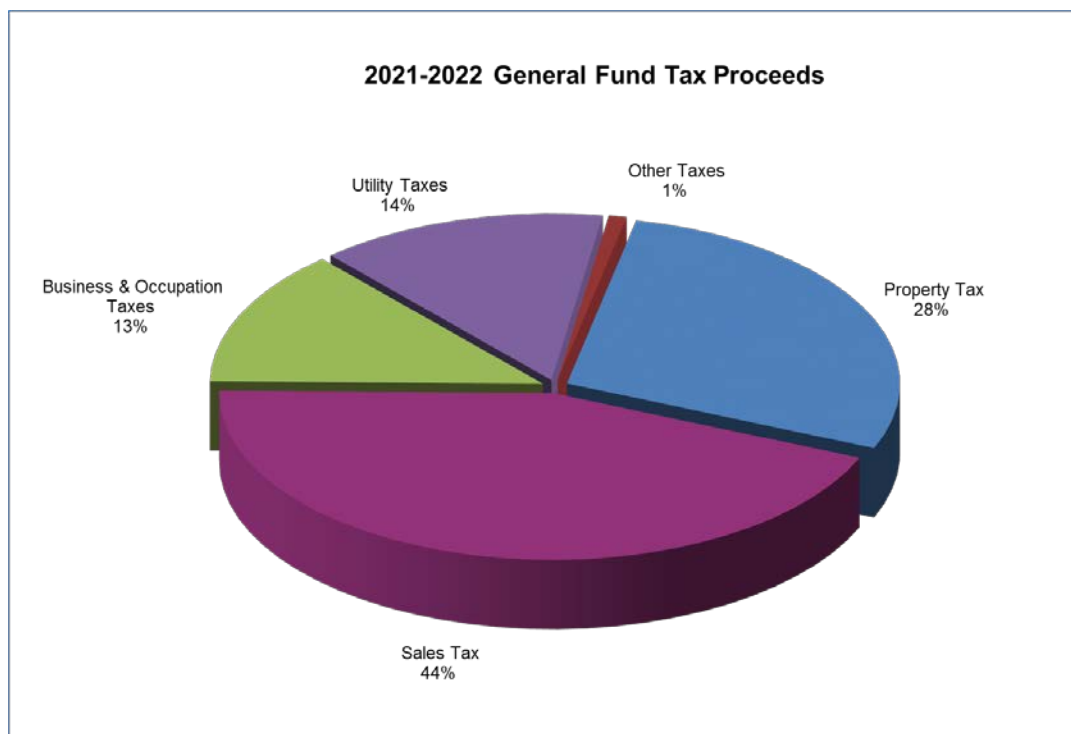
Beginning Fund Balance

2021 - \$2,225,372 2022 - \$1,937,412

The Beginning Fund Balance is the estimate of amount of cash and investments on-hand in the General Fund at the beginning of each year. The General Fund beginning balance for 2021 is anticipated to be 2.2% more than the 2020 beginning balance. Due to the uncertainty and unpredictability of COVID-19 on City revenues, the City reduced its transfers to the Equipment Replacement Reserves and Arterial Street Fund in 2020 and implemented other cost-saving measures. The City also received federal COVID-related assistance, a portion of which went to addressing pandemic related costs, which also impacted fund balance. Beginning fund balance in 2022 is anticipated to decrease due to development revenues continuing to slow down. The City continues to maintain its target 10% General Fund reserve.

Taxes

Over the next two years it is estimated that tax revenues will account for 86.2% of General Fund revenues. These taxes include real and personal property taxes, business taxes and utility taxes. This summary includes specific information on each of the major taxes levied to support City services.





Real and Personal Property Tax

\$4,215,770

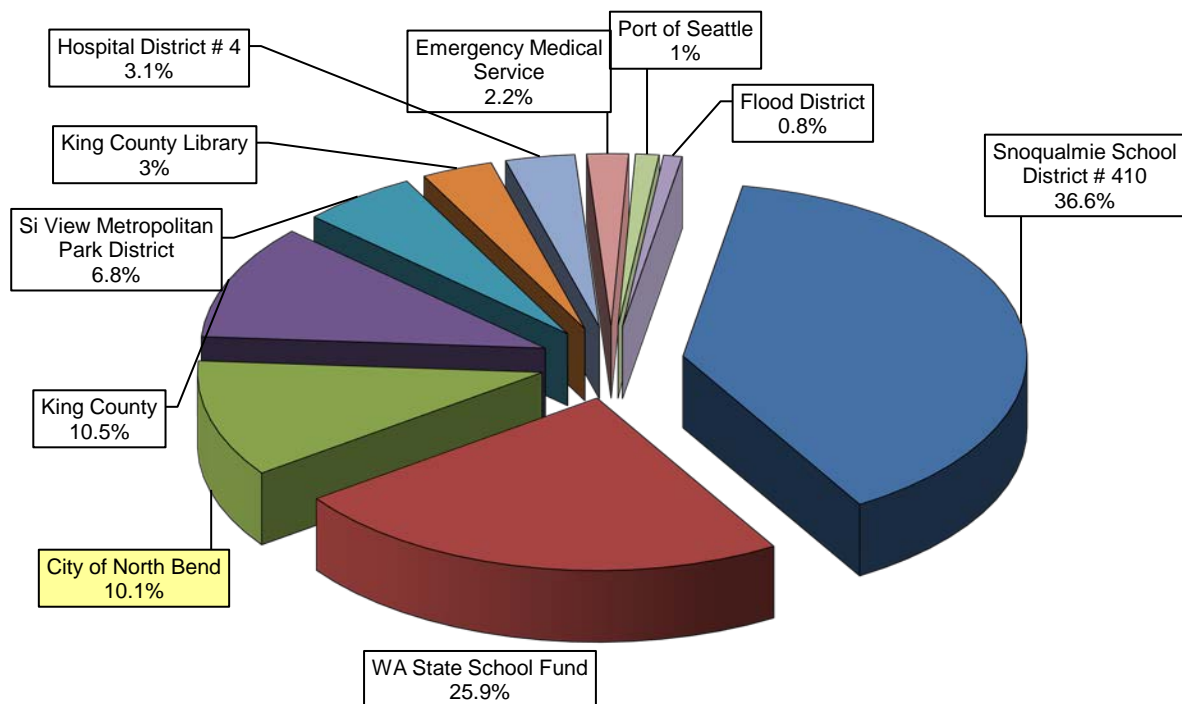
23%

Property taxes are the second largest source of revenue in the General Fund. All real and personal property (except where exempt by law) is assessed by the King County Assessor at its fair market value. Assessed values are adjusted each year based on market value changes.

The maximum levy allowed for most cities within the State of Washington is \$3.375 per \$1,000 of assessed valuation. The City's annual increase in the regular property tax is statutorily limited to 1% and can only exceed that limitation with the approval of voters. The City is also provided an allowance for new construction, which entitles the City to the property tax revenue generated by newly constructed businesses or homes. The new construction levy does not increase the overall tax rate paid by property owners. Since North Bend has chosen to forego taking the 1% increase in property taxes for many years, despite utilizing its accumulated banked capacity in 2018, the 2021 property tax rate of \$1.10 is far below this maximum allowance.

Although property taxes represent a major source of funding for City services, the portion of each property owner's total tax bill allocated to the City is relatively small. For 2021, the property tax levy is \$2,056,818. The taxable assessed valuation (AV) is \$1,863,223,481 which includes \$131,143,675 in new construction. The total property tax levy rate for 2021 for residents of North Bend is \$11.90564 per \$1,000 of assessed valuation. Of this, only 10.08 %, or \$1.20056 per \$1,000 assessed valuation, goes to support municipal activities (see graph below for complete breakdown of other property tax recipients). \$1.10409 per \$1,000 assessed valuation of this helps pay for City services and \$0.09647 per \$1,000 assessed valuation pays for voter-approved debt.

2021 North Bend Property Tax Distribution





Retail Sales & Use Tax

\$6,635,675

37%

Sales tax is the primary source of funding for general City services. Retail Sales and Use taxes are collected from consumers by businesses operating within North Bend city limits. The State collects and distributes sales tax on the sale of most consumer goods (except most food products), some services, and construction. The State provides the City with a portion of this revenue on a monthly basis. The amount of sales tax fluctuates annually due to changes in the economy, buying habits of consumers, and the level of construction taking place in the City.

Typically, per the City's Financial Policies, sales tax revenues are projected based on the last complete year's receipts. While 2019 sales tax collections were very strong and that trend carried forward into the 1st quarter of 2020, COVID-19 had an impact on sales tax and there remains uncertainty moving forward into the next biennium how long it will take to fully recover. Online purchasing coupled with continued development should continue to provide some stability, but due to ongoing volatility in the economy, the City is estimating a 1% increase over 2020 estimated collections and a 2% increase between 2021 and 2022.

The City's retail sales & use tax contains several portions that are restricted for certain activities.

- **Criminal Justice Sales Tax** – Under authority granted by the State, King County levies an optional 0.1% sales tax to support criminal justice programs. The State collects this optional tax and retains 1.5% for administration. Of the amount remaining, 10% is distributed to the County and the remainder to cities and towns based on population. The revenue must be used exclusively for criminal justice purposes. The City is projecting to receive \$405,595 from this sales tax during the 2021-2022 biennium.
- **Public Safety Sales Tax** – City of North Bend voters approved this additional 0.1% sales tax in November 2014. The revenue generated from this sales tax is split between North Bend (85%) and King County (15%). The anticipated proceeds of \$487,610 for the upcoming biennium must be used on public safety and criminal justice purposes.
- **Transportation Benefit District Sales Tax** – North Bend voters approved this 0.2% sales tax in November 2011 for the purpose of paying for specific transportation improvements and repayment of bonds issued to fund transportation projects. This tax sunsets in January 2022 unless renewed by the voters in an election in 2021.
- **Affordable Housing Sales Tax** – The North Bend City Council approved a 0.1% sales tax increase that is statutorily restricted for affordable housing and services. It became effective on January 1, 2021.

The City receives 0.95% of the overall 9.0% sales tax rate levied on sales within the City of North Bend. The total sales tax of 9.0% is distributed among public agencies as follows:

Sales Tax Distribution	
Government Entity	Tax Rate
State of Washington	6.50%
King County/METRO	0.90%
City of North Bend	0.84%
City of North Bend - Transportation Benefit District	0.20%
King County	0.15%
King County Criminal Justice Levy	0.10%
King County Mental Health	0.10%
City of North Bend – Public Safety Levy	0.10%
City of North Bend – Affordable Housing	0.10%
State Administration Fee	0.01%
Total Sales Tax Rate	9.00%



Business & Occupation Taxes (B&O)	\$2,015,690	11%
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The City also collects taxes directly from the business community operating within the North Bend City limits. The Business and Occupation tax for all types of industry is capped by statute at .002%. The City also imposes a variable rate Square Footage B&O tax per square foot per quarter on businesses located in North Bend with 10,000 square feet or more of warehouse/distribution, industrial, and/or light manufacturing and research space, and on all self-storage facilities. If a business is subject to both the square footage tax and the gross receipts tax, then the amount due for square footage tax is only the portion that exceeds the gross receipts tax due for the same quarterly period. Square Footage tax proceeds are dedicated to the City's pavement management program. Square Footage tax collections are projected at \$178,000 annually.

Utility Taxes	\$2,117,145	12%
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The City imposes a utility tax on the gross income of various utility services provided within the boundaries of the City. Water, sewer, solid waste (garbage), telephone, cellular phone, electric and natural gas businesses are taxed at a rate of 6% on the gross income derived from their customers living inside North Bend city limits.

Other Taxes	\$131,260	1%
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Gambling Tax

The City collects an excise tax from receipts on bingo, raffles, punchboards, pull tabs and amusement games. The gambling tax rate is 5%. Revenues from this tax are to be used first for the direct enforcement of gambling activities; second, for other police operations; and third, for other non-police activities.

Leasehold Excise Tax

Leasehold excise tax is a tax on the use of public property by a private party and is in lieu of the property tax. The Leasehold Excise Tax rate is .1284 of the rent paid for the property. 53% of the tax goes to the State and 47% is returned to the City.

Licenses and Permits	\$1,167,993	7%
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License and permit fees are user fees derived from various regulatory activities of the City. The fees are designed to cover the cost of administration, regulation, inspection, and review of various applications and projects.

Development Fees

Development fees are charged for building permits, plumbing permits, mechanical permits, grading permits, sign permits and fire permits. Fees imposed for permits are subject to a base charge determined by the type of permit, plus additional fees determined by either the dollar value or size (square foot or number of units) of the project.

Business Licenses and Other Licenses/Permits

The City of North Bend issues business licenses and collects a license fee from all businesses operating within the City limits. The City has partnered with the Washington State Department of Revenue (DOR) to provide one source for business license and renewals. The initial license fee is \$35.00 with annual renewal license fees of \$25.00 per year. The City also issues special event permits.

Franchise Fees

Franchise fees are charges levied on private utilities for the right to use city streets, alleys and other public properties. Cable TV franchise fees are governed by federal rather than state law and are levied at a rate of 5% of gross revenues, regardless of the cost of managing the franchise process.

Intergovernmental Revenue	\$276,390	1%
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Intergovernmental revenues consist of federal, state and local grants as well as State Shared revenues. State Shared Revenues consist of taxes collected by other jurisdictions which the City receives a portion of. **Liquor Excise Tax** is collected by the State with 35% of collections being distributed to counties, cities and towns based on population (less a permanent transfer to the state general fund). **Liquor Board Profits** are collected by the State in the form of license fees from distributors and retailers. The City must devote at least 2% of its liquor profits distribution to support an approved alcohol or drug addiction program, as well as enhanced public safety programs. **Criminal Justice Shared Revenues** are distributed based partially on crime rates as well as on a per capita basis. **Marijuana Excise Tax** is distributed to cities, towns and counties based on a complex formula consisting of a “retail share” which is distributed where licensed marijuana retailers are physically located and a “per capita share” to cities, towns and counties that allow the siting of producers, processors and retailers. Motor Vehicle Excise Tax, formerly received under this category, was eliminated by the implementation of Initiative 695 in 2000.

Charges for Goods and Services	\$770,497	4%
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In some cases, the City is reimbursed for services performed. These fees are primarily associated with development activities and are generally collected at a level estimated to recover the cost of the service. Charges are assessed for planning and building activities including engineering inspection, plat review & plan review services. A technology surcharge is also collected for services related to the issuance of permits for both residential and commercial aspects of construction. Other development related charges are collected in the Development Projects Fund.

Fines and Penalties	\$155,500	1%
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The City collects fines for traffic violations, traffic and parking infractions, misdemeanors, and DWI violations. False alarm penalties, and late charges on utility bills and B&O taxes are also included in this category. Revenues in this category were significantly reduced in 2020 as a result of COVID-19.

Miscellaneous Revenue	\$49,100	>1%
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Miscellaneous revenue includes investment interest, facility rents and leases, contributions and donations, and other minor revenue. This category of revenues is less than the previous biennium due to no longer leasing a portion of the old City Hall building and as a result of extremely low interest rates.

Other Financing Sources	\$613,400	3%
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Other financing sources represent those funding sources that are one-time or non-recurring in nature. Examples include insurance recoveries, restitution, and interfund transfers. Interfund transfers may represent payments for services, an operating transfer, or transfers from other funds to help offset multi-fund expenses recorded in the General Fund. Staff time billed to developers for work on projects is transferred into the General Fund thru an interfund transfer from the Development Projects Fund.

Total General Fund Revenues	\$18,144,686	100%
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Detailed General Fund Revenue

	2018 Actual	2019 Actual	2020 Revised	2020 Actual	2021 Adopted	2022 Adopted
Beginning Fund Balance	\$ 1,799,072	\$ 2,248,842	\$ 2,178,076	\$ 2,178,076	\$ 2,225,372	\$ 1,937,412
Property Tax	1,644,171	1,739,278	1,887,411	1,888,733	2,056,818	2,158,952
Sales Tax	2,964,968	3,366,144	2,988,460	3,121,620	3,286,455	3,349,220
Business & Occupation Tax	1,039,202	1,097,368	1,017,494	1,049,491	1,003,715	1,011,975
Utility Taxes	1,039,795	1,035,596	1,042,875	1,057,304	1,053,305	1,063,840
Other Taxes	45,928	60,596	61,953	61,953	63,453	64,073
Total Taxes	6,734,064	7,298,981	6,998,193	7,179,101	7,463,746	7,648,060
Building Permits	576,103	423,492	582,830	612,193	426,852	429,441
Business Licenses	38,781	31,996	34,780	34,225	35,300	36,000
Franchise Fees	111,123	110,068	112,019	112,019	112,000	113,300
Other Licenses/Permits	14,590	10,981	7,143	7,581	7,300	7,800
Total Licenses & Permits	740,597	576,537	736,772	766,018	581,452	586,541
Federal Grants	-	-	324,062	324,062	-	-
State & Local Grants	5,950	9,049	6,500	13,452	1,500	1,500
Criminal Justice (State Shared)	31,154	32,669	24,388	24,408	25,982	26,400
Liquor/Marijuana (State Shared)	98,292	100,885	107,759	107,779	109,440	111,568
Total Intergovernmental	135,396	142,604	462,709	469,701	136,922	139,468
Municipal Court Fees	324	1,246	5,406	5,452	600	600
Other Public Safety Charges	2,113	3,723	2,625	2,685	2,500	2,500
Technology Fee	17,436	12,883	17,000	18,333	16,000	15,000
Plan Review Fees	351,087	303,116	390,624	396,319	364,144	361,753
Other Planning & Development Fees	5,010	3,757	1,879	1,879	3,500	3,500
Other Fees & Charges	116	138	300	298	200	200
Total Charges for Services	376,085	324,864	417,834	424,965	386,944	383,553
Civil Infraction Penalties	24,947	25,516	15,250	15,039	21,300	21,500
Criminal Fines & Penalties	14,458	28,994	15,100	13,881	17,800	17,800
Court & Public Defense Cost Recoupments	5,085	8,443	4,500	5,078	6,500	6,500
Other Fines & Penalties	38,601	39,668	12,250	12,380	31,600	32,500
Total Fines & Penalties	83,091	102,621	47,100	46,379	77,200	78,300
Interest Income	59,571	85,336	37,100	37,873	23,600	24,500
Rents & Leases	31,432	2,978	-	21	-	-
Private Grants & Donations	20	500	-	-	-	-
Other Miscellaneous Revenue	1,180	11,945	718	750	500	500
Total Miscellaneous Revenue	92,202	100,759	37,818	38,645	24,100	25,000
Operating Transfers-In	574,053	437,663	511,506	565,119	355,000	255,000
Miscellaneous Other Sources	224,446	1,290,118	7,148	7,198	1,700	1,700
Total Other Financing Sources	798,499	1,727,781	518,654	572,317	356,700	256,700
Total Revenue from All Sources	\$ 8,959,934	\$ 10,274,147	\$ 9,219,080	\$ 9,497,126	\$ 9,027,064	\$ 9,117,622
Total General Fund Revenue	\$ 10,759,006	\$ 12,522,988	\$ 11,397,156	\$ 11,675,202	\$ 11,252,436	\$ 11,055,034

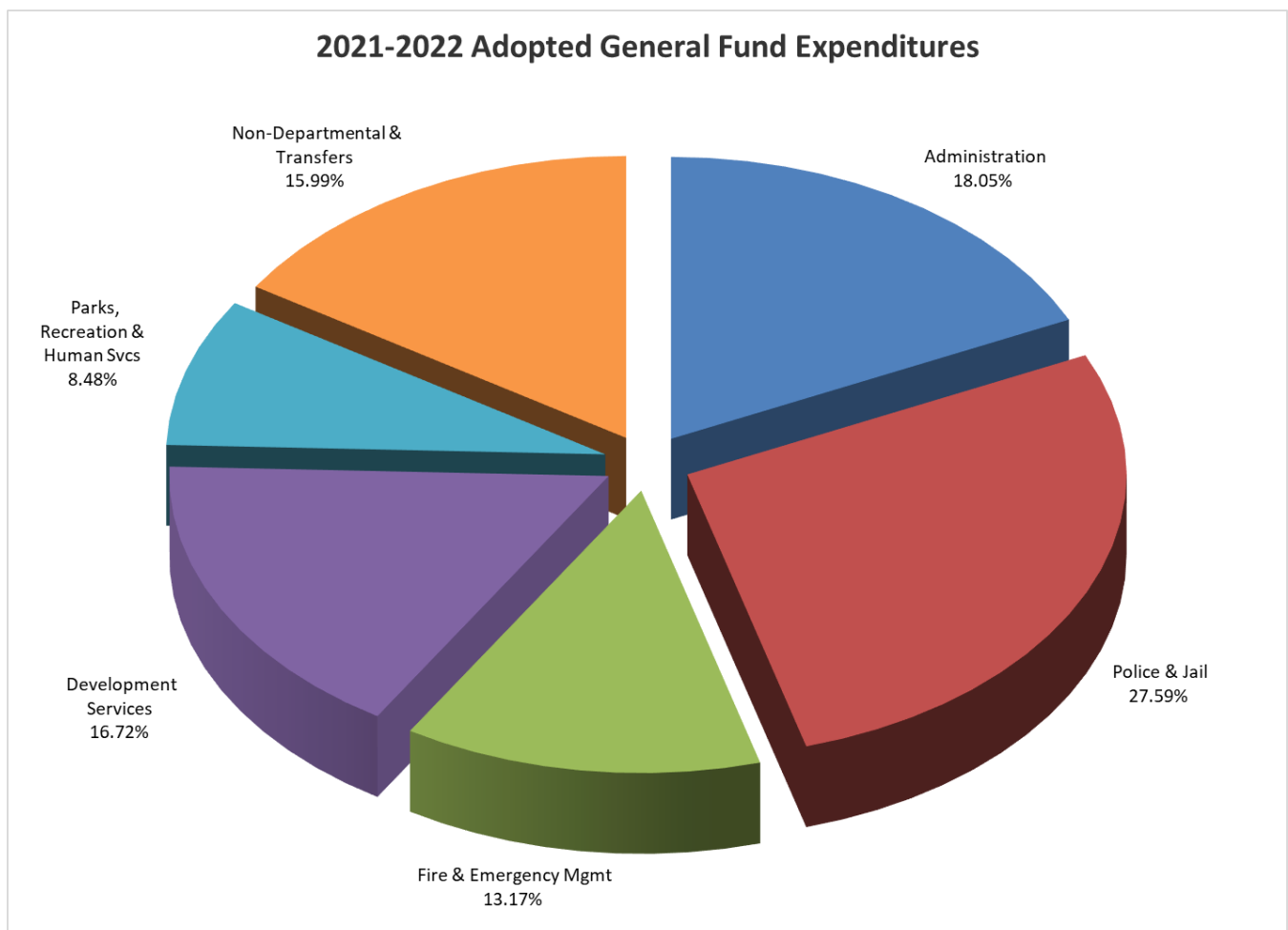


General Fund Expenditure Summary

The General Fund is the primary fund of the City of North Bend. It accounts for all financial resources except those required or elected to be accounted for in another fund. It is used to meet the basic services that your local government provides. The General Fund covers Police, Fire, Parks and Recreation, Development Services, Legal, Judicial and Financial Services, and General Administration.

General Fund expenditures, excluding transfers, are expected to increase in 2021 by approximately 10.5% over 2020 actual expenditures and increase 3.7% between the 2021 and 2022 budget estimates. This is primarily due to expenditure reductions in 2020 to mitigate the impacts of COVID-19 on the City's revenue sources. Other factors include several positions which were vacant for much of 2020 now being filled for the 2021-2022 biennium, and the addition of an affordable housing budget placeholder which will be funded by affordable housing sales tax collections.

The chart below illustrates the General Fund expenditures by department and the department pages that follow provide a more detailed breakdown.





Detailed General Fund Expenditures

	2018 Actual	2019 Actual	2020 Revised	2020 Actual	2021 Adopted	2022 Adopted
Salaries & Wages	\$ 1,643,268	\$ 1,701,005	\$ 1,753,859	\$ 1,637,051	\$ 1,809,007	\$ 1,863,858
Personnel Benefits	632,875	590,721	672,397	598,642	658,391	680,284
Total Personnel Costs	2,276,143	2,291,726	2,426,256	2,235,693	2,467,398	2,544,142
Operating Supplies	31,629	59,453	37,150	27,724	39,150	39,150
Small Tools & Equipment	8,676	10,522	12,250	6,802	6,200	6,200
Total Supplies	40,305	69,976	49,400	34,525	45,350	45,350
Professional Services	1,906,155	1,866,683	1,934,078	1,730,227	2,241,230	2,333,115
Communications	19,326	22,531	17,810	15,188	18,020	18,020
Travel	21,091	18,395	4,450	1,714	16,350	20,850
Taxes & Assessments	5,670	2,430	2,970	2,270	4,015	4,070
Operating Rentals & Leases	16,176	12,563	14,600	12,579	16,100	16,100
Insurance	82,308	104,707	130,059	130,059	120,470	125,289
Utility Services	95,398	98,286	112,300	103,055	103,900	103,900
Repairs & Maintenance	17,798	56,685	31,005	20,512	26,405	26,405
Miscellaneous	176,215	212,216	416,333	369,844	264,190	264,498
Total Services & Charges	2,340,137	2,394,496	2,663,605	2,385,448	2,810,680	2,912,247
Court Services	160,665	170,383	153,000	123,282	166,000	170,000
Police Services Contract	1,694,089	1,964,270	1,893,266	1,893,266	2,001,246	2,115,164
Fire Investigation Services	10,590	3,450	4,411	4,411	4,600	4,830
Jail Contract	450,188	523,643	450,000	315,326	500,000	500,000
Election & Voter Fees	21,578	4,688	11,984	12,349	12,537	12,995
Animal Control Services	7,959	5,654	5,654	5,654	6,031	6,300
WA State Auditor (Gen Fund portion)	23,953	-	23,754	20,056	12,117	12,361
Other Intergovernmental Services	9,240	-	-	-	-	-
Other Intergovernmental Payments	4,617	4,488	4,359	4,359	4,231	4,102
Total Intergovernmental Services	2,382,880	2,676,577	2,546,428	2,378,703	2,706,762	2,825,752
Land & Improvements	-	-	8,100	8,099	-	-
Capital Equipment	46,523	85,563	297,525	287,501	70,000	70,000
Total Capital Outlay	46,523	85,563	305,625	295,600	70,000	70,000
Expenditures Subtotal	\$ 7,085,989	\$ 7,518,337	\$ 7,991,314	\$ 7,329,969	\$ 8,100,190	\$ 8,397,491
Transfers Out:						
Street Fund	\$ 670,648	\$ 664,116	\$ 659,360	\$ 589,408	\$ 622,284	\$ 675,784
Capital Streets Fund	148,608	159,957	144,683	147,057	142,350	143,775
Street Overlay Fund	380,065	306,342	231,674	231,674	240,053	365,053
Economic Development Fund	198,226	176,100	132,148	128,436	199,347	208,234
Park Maintenance Reserve Fund	-	10,000	10,000	10,000	10,000	10,000
Capital Improvement Fund	26,628	1,510,061	-	-	-	-
Transfers-Out Subtotal	\$ 1,424,175	\$ 2,826,576	\$ 1,177,865	\$ 1,106,575	\$ 1,214,034	\$ 1,402,846
Total General Fund Expenditures	\$ 8,510,165	\$ 10,344,913	\$ 9,171,784	\$ 8,438,541	\$ 9,315,024	\$ 9,801,137



General Fund Department Descriptions

MAYOR & CITY COUNCIL

The Mayor and City Council are the elected officials providing oversight for the City organization. North Bend operates under a Mayor-Council form of government.

The Mayor is the Chief Executive Officer of the City and is responsible for supervising municipal operations. The Mayor is directly elected by popular vote of the citizens of North Bend for a four-year term. The Mayor recommends the City's budget, hires and removes appointed officials, has general oversight of City employees, chairs all regular City Council meetings, participates in regional organizations, and ensures timely enforcement of all ordinances, contracts, and franchises. The Mayor makes regular reports on operational performance and issues to the City Council. The Mayor's budget is embedded in the Legislative (City Council) budget.

The Legislative branch, or City Council, is made up of seven Councilmembers who are elected at-large by the citizens of North Bend for a four-year term. The City Council serves as the City's policy makers. They approve the City's budget, authorize Interlocal agreements, contracts, ordinances and resolutions, adopt personnel policies and compensation plans, serve on Council and regional committees, and provide effective elective representation to the citizens. The laws of the City can only be adopted or amended by action of the City Council. The City Council engages citizen input and participation on City business.

ADMINISTRATION

The City Administrator functions under the authority of the Mayor and provides professional management for the municipal organization. The City Administrator is the Chief Administrative Officer and directs the administration of city government, providing operational leadership, supervision of City employees, customer service and response, media liaison, staff support to the Mayor and City Council, and implementation of City Council policies, goals and priorities.

The Administration department includes City Clerk and Record Services, Human Resources, Public Information, and Risk Management functions.

LEGAL & JUDICIAL

Legal Services are provided by a contract for services with the private law firm of Kenyon Disend, an experienced law firm well versed in municipal law issues. The firm provides support in specialized areas such as land use planning, personnel and labor relations, legislative analysis, and representing the City in litigation.

The City contracts with the City of Issaquah for municipal court services and King County for district court. These contracts provide court services for citations, infractions, misdemeanors, and domestic violence cases. They also provide judges and staff, issue warrants on the City's behalf, and provide probation services on the City's behalf.



FINANCE

The Finance Department is responsible for ensuring the sound financial management of all City operations, the safekeeping of City assets, Biennial Budget development, debt administration, and the management of the City's information systems. This department provides financial data and analytical support to other City departments, prepares the Annual Financial report, and maintains the financial software system. Finance is also responsible for cash management, utility billing, payroll, accounts payable, purchasing, business licenses, business & occupation taxes, investments, grant management, capital projects accounting, developer deposits, and fixed assets tracking.

CENTRAL SERVICES

Central Services is responsible for the procurement of central office supplies, copier services, postage operations, and city-wide phone services. This department also oversees janitorial services and general facilities repair and maintenance.

LAW ENFORCEMENT

The City contracts with the City of Snoqualmie for police services. In addition to interactions with victims and perpetrators of crime, the Police Department builds collaborative relationships with the City's citizens, businesses and schools. Police activities include general patrol, responding to calls for service, criminal investigations, and traffic enforcement. The Police work to reduce crime through proactive policing efforts and educational outreach.

FIRE & EMERGENCY MEDICAL SERVICES

Eastside Fire & Rescue (EFR) provides fire and emergency medical services to the City of North Bend. EFR provides fire suppression, rescue service, hazardous materials response, fire code enforcement, fire building plan review, and public education.

EMERGENCY MANAGEMENT

Emergency Management is responsible for activities related to the preparation for, response to, and recovery from disasters. The Public Works Director serves as the City's Emergency Manager.

BUILDING

The Building Department regulates building and associated construction activities to protect public health, safety and welfare pursuant to uniform construction codes adopted by the State of Washington (RCW 19.27) in addition to local codes governing land use and code enforcement (NBMC 20.10). This division provides support to citizens, contractors, other City departments, and county and state agencies throughout project development, construction, completion, occupancy permits and code enforcement.

PLANNING

The Planning Department prepares and administers plans, policies and regulations pursuant to authority in Federal and State laws to protect public health, safety and welfare. Primary state laws governing planning include the Growth Management Act (RCW 36.70A), the Shoreline Management Act (RCW 90.58) and the platting requirements in RCW 58.17. This division prepares and administers the City's Comprehensive Plan and Land Use Code, provides planning staff support to other City departments and the Planning Commission, and coordinates with county, regional and state agencies.



PARKS

The Parks Department is responsible for the operations, maintenance and stewardship of many City owned parks, park buildings, irrigation systems, walkways, paths and play areas. The City has over 795 acres of parks and open space property, including E.J. Roberts, Torguson Park, Tollgate Farm, Tanner Trail, and Meadowbrook Farm.

DEVELOPMENT REVIEW

The Development Review Department is responsible for the oversight of City capital improvement projects and new privately constructed City infrastructure. The department provides updates to City plans and systems, manages construction and service contracts, and assists with development review of projects.

LAND & BUILDING MANAGEMENT

Land & Building Management centralizes land purchases made by the General Fund. It also accounts for improvements, assessments and other charges made on the land.

SOCIAL & HUMAN SERVICES

Each year the North Bend City Council appropriates funds in support of social service agencies. The Council establishes funding levels during the budget cycle. Many of these funds go to local organizations established to meet the needs of the community. Other funds support treatment activities. Human services are defined as services that assist individuals in meeting their basic needs: food, shelter, clothing, medical assistance and safety from abuse. North Bend also contributes to several community organizations that enrich the City and its quality of life.

RECREATION & SPECIAL EVENTS

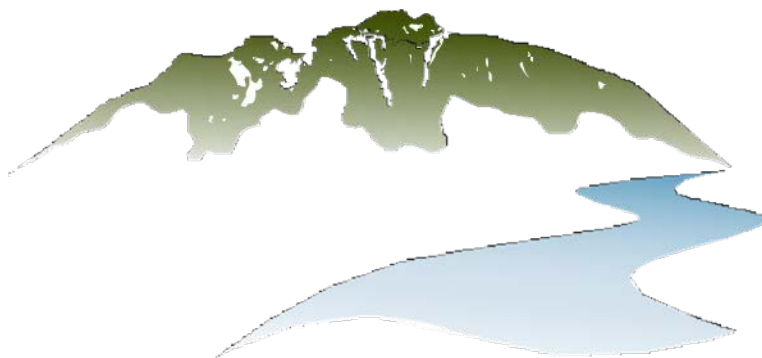
Recreation & Special Events oversees seasonal community events including the Downtown Block Party and the Holiday Festival. They also actively collaborate with other community organizations and businesses to provide quality recreation and special events for North Bend residents and oversee downtown beautification efforts.

NON-DEPARTMENTAL

Non-Departmental includes expenditures that are not attributed to any one City department or division within the General Fund. Non-departmental operating expenses include citywide memberships, election services, animal control services, AWC-RMSA insurance, legal advertising, municipal code publishing and the City's wellness program.

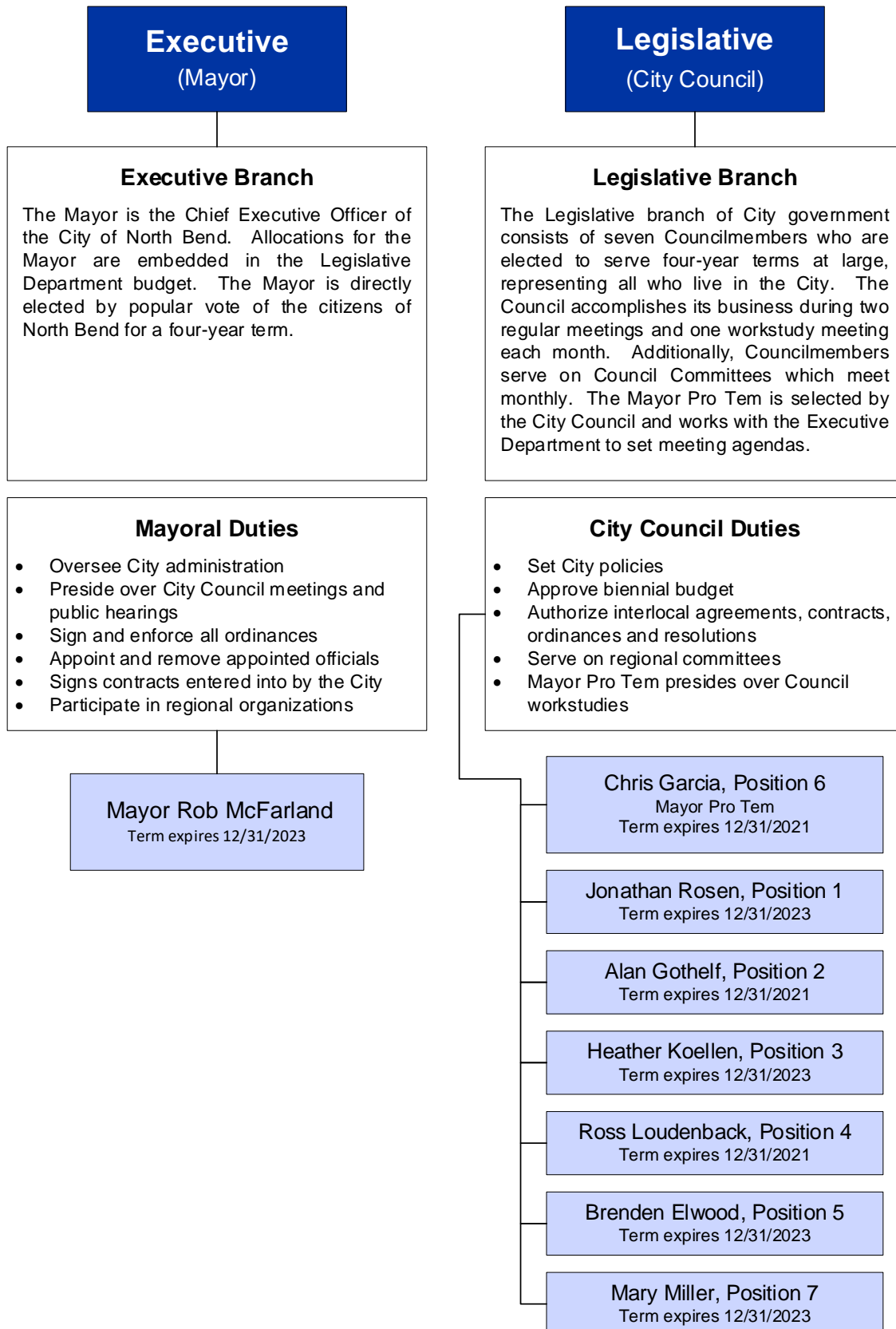
OPERATING TRANSFERS

In addition to supporting the expenses incurred by City departments, the General Fund also supports activities of other City funds. This support occurs through operating transfers to other funds, primarily to Street Funds and the Economic Development Fund.





Executive and Legislative





Executive and Legislative

Department Overview

The Mayor and City Council are the elected officials providing oversight for the City organization. North Bend operates under a Mayor-Council form of government. The Mayor and seven City Council members are elected at large to serve four-year terms.

The Mayor is the Chief Executive Officer of the City and is responsible for carrying out the policies as set by the City Council. The Mayor, with the direct assistance of the City Administrator, provides leadership and supervision over municipal operations to ensure that City ordinances and state laws are enforced and that City employees are properly carrying out their official duties. The Mayor is also the public face of the City and serves as the City's representative in legislative affairs and intergovernmental relations.

The City Council is the legislative governing body for the City of North Bend and assures citizen representation in local government. The City Council is responsible for all legislative actions and policy making for the City. Councilmembers represent the community at various intergovernmental meetings.

City Council Responsibilities

- Set the City's strategic direction and overall goals
- Enact legislation to update North Bend Municipal Code as necessary
- Adopt the biennial budget
- Adopt updated comprehensive and capital improvement plans as required
- Authorize interlocal agreements, contracts, ordinances and resolutions
- Serve on Council, local and regional committees
- Engage citizen input and participation on City business
- Regularly respond to citizen questions and concerns

Mayor Responsibilities

- Oversee City operations
- Preside over City Council meetings and public hearings
- Provide policy information and recommendations to the Council
- Sign and enforce all ordinances
- Recommend City biennial budget
- Appoint and remove appointed officials as authorized by municipal code
- Participate in local, regional and state organizations
- Provide regular reports to City Council on operational performance and issues

Budget Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Personnel Costs	78,379	71,816	73,053	72,361	74,535	74,535	3.0%	0.0%
Services & Charges	8,103	11,316	7,300	6,151	9,700	11,200	57.7%	15.5%
Total Expenditures	86,482	83,132	80,353	78,512	84,235	85,735	7.3%	1.8%



Executive and Legislative 2021 Council Committees

Mayor Pro Tem

Councilmember Chris Garcia

This position is responsible for presiding over Council workstudies and working closely with the Mayor and City Administrator as Council liaison.

Finance and Administration

Chair: Councilmember Alan Gothelf

Committee Members: Councilmember Jonathan Rosen, Councilmember Brenden Elwood

Staff Liaisons: Deputy City Administrator/Finance Director Dawn Masko, City Administrator David Miller

Purpose: This committee is responsible for issues relating to City policies, administration, fiscal management, technology, customer service, personnel, and economic analysis.

Community and Economic Development

Chair: Councilmember Mary Miller

Committee Members: Councilmember Jonathan Rosen, Councilmember Brenden Elwood

Staff Liaison: Community & Economic Development Director Rebecca Deming

Purpose: This committee is responsible for issues relating to planning, zoning, code enforcement, parks, recreation, and economic development.

Public Health and Safety

Chair: Councilmember Heather Koellen

Committee Members: Councilmember Alan Gothelf, Councilmember Ross Loudenback

Staff Liaison: City Administrator David Miller

Purpose: This committee is responsible for issues relating to fire protection and emergency medical services, law enforcement, public health, emergency management, and special events.

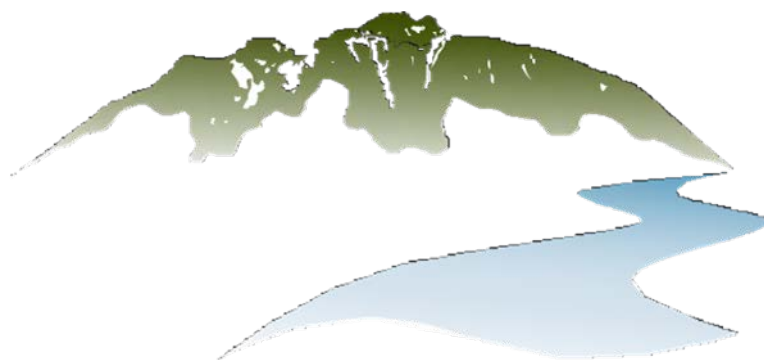
Transportation and Public Works

Chair: Councilmember Ross Loudenback

Committee Members: Councilmember Heather Koellen, Councilmember Mary Miller

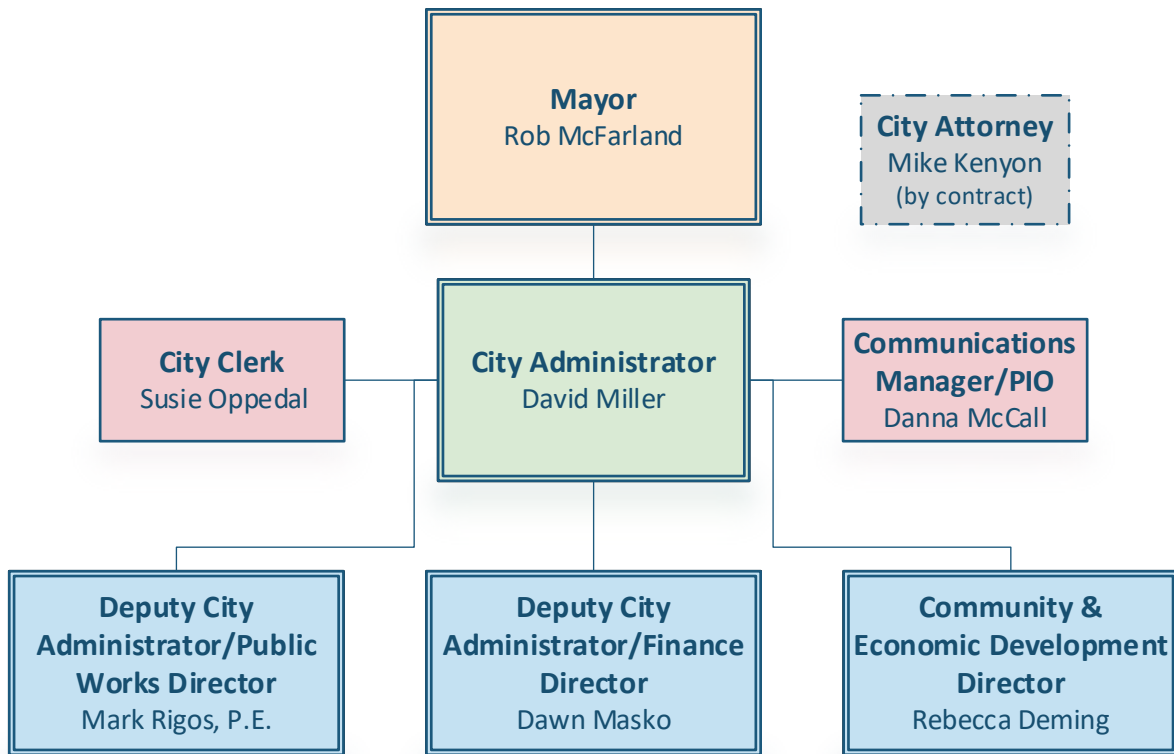
Staff Liaisons: Deputy City Administrator/Public Works Director Mark Rigos, City Engineer Don DeBerg,
Deputy Public Works Director Tom Mohr

Purpose: This committee is responsible for issues relating to water, sewer, streets and storm drainage, park maintenance, engineering and inspections, solid waste and recycling, and equipment maintenance.





Administration Organizational Chart





Administration

Department Overview

The City Administrator is the Chief Administrative Officer that, under the authority of the Mayor, provides professional management for the City. The City Administrator directs the administration of city government, providing operational leadership, supervision of City employees, customer service and response, media liaison, staff support to the Mayor and City Council, and implementation of City Council policies, goals and priorities. The Administration Department includes City Clerk and Record Services, Human Resources, Public Information, and Risk Management functions.

Responsibilities

Administration Functions:

- Implement City Council's policies, goals and priorities
- Oversee management of all City departments
- Oversee public safety services contracts with the City of Snoqualmie Police Department, King County District Court, Jail services and Eastside Fire & Rescue
- Manage grant program
- Policy development
- Emergency planning and emergency services
- Economic Planning and Development to cultivate an active and economically vibrant downtown
- Oversee Risk Management functions of the City in coordination with AWC-RMSA

City Clerk/Record Services Functions:

- Support the Council, City departments and the citizens by performing efficient document processing
- Maintain the official records of the City in a manner that is responsive to the public and consistent with State law, including retention, destruction, and public disclosure requests
- Develop Council agendas, packets, meeting minutes and legal notices
- Coordinate local elections
- Issue special event permits
- Officiate over bid openings

Human Resources Functions:

- Provide professional human resources services
- Manage recruitment, hiring and retention process for City employees
- Administration of the City's compensation and benefits programs
- Coordinate market surveys on competitive compensation policies and benefit levels
- Development, maintenance and interpretation of the City's personnel policies and procedures, and ensure compliance with all mandated requirements and regulations
- Coordinate the collective bargaining process with both employee unions
- Oversee the City's Wellness Program in coordination with the interdepartmental City Wellness Committee

Public Information Functions:

- Manage public relations, marketing, media relations, emergency communications, and community relations/outreach for the City of North Bend
- Oversee the City's communication tools including the website, social media, cable access channel, and newsletter



Administration

2019-2020 Accomplishments

Administration:

- ✓ David Miller was promoted to Interim City Administrator and then appointed to permanent position.
- ✓ Water: Co-drafted and processed the Water Conservation Ordinance and participated in strategy for water mitigation alternatives and in deliberations regarding regulatory agencies.
- ✓ Personnel & Recruitment: Successfully participated in decisions for bargaining units' contracts and other personnel actions; recruited Community & Economic Development Director, Economic Development Manager, Associate Planner/Economic Development, and Public Information Officer.
- ✓ Public Information: Coordinated series of messaging articles for public education on several issues.
- ✓ Participated in CA RES Act grant award program.
- ✓ Coordinated and improved governmental relations with City of Snoqualmie Mayor and City Administrator; participated in Sound Cities Association (SCA) and Snoqualmie Valley Government Association (SVGA).
- ✓ Planning: Participated in local initiatives to produce affordable housing, HB1590 Ordinance to create a local funding sources; initiated Economic Development Plan.
- ✓ Contract Administration: Administered contract negotiations for legal services, municipal prosecutor service and jail bed availability; continued existing solid waste services contract and closed out City Hall construction contract.
- ✓ Assisted with formation of Meadowbrook ULID.
- ✓ Negotiated Development Agreements (DA) for Snoqualmie Valley Athletic Center and Puget Sound Energy (PSE) training center, and assisted Wyndham in securing a hotel location in North Bend.
- ✓ Negotiated Collective Bargaining Agreement with Teamsters for Clerical-Technical employees with shared insurance premiums.

City Clerk:

- ✓ Destruction of eligible documents in records center and transfer to regional archives of eligible archival documents.
- ✓ Backup of permanent/essential City documents on to an external hard drive as part of Emergency Management Plan.
- ✓ Completed yearly records training for Clerk's office staff and training for elected officials and staff on the Open Public Meetings Act, Public Records Act, and records retention.
- ✓ Supported the Council, City departments and the citizens by consistently providing timely information and efficient document processing.
- ✓ Continued to work with City departments to ensure compliance with records retention laws and assist with records destruction and archiving as applicable.
- ✓ Maintained the official records of the City in a manner that is responsive to the public and consistent with State law.
- ✓ Prepared updated Public Records Act Policy & Procedures for Council adoption.

Human Resources:

- ✓ Successful negotiation of new collective bargaining agreement with Office-Clerical & Technical Employees Local Union No. 763 (Teamsters) for the years 2020-2022.
- ✓ Successful negotiation for new collective bargaining agreement with Public Works Employees Local Union No. 763 (Teamsters) for the years 2021-2023.
- ✓ Updated Personnel Policies to add Paid Family & Medical Leave (PFML) and Take Home Vehicle Policy.
- ✓ Developed policies & procedures to successfully transition employees to remote operations due to COVID-19.



- ✓ Successful recruitment of 17 new employees, including multi-state recruitments for City Administrator and Community & Economic Development Director positions, and coordinated 5 internal promotions.
- ✓ Implemented Families First Coronavirus Response Act (FFCRA) policies and related procedures.
- ✓ Implemented Paid Family & Medical Leave Act program in accordance with new WA state law.
- ✓ Implemented mandated Federal Clearinghouse program for CDL drivers.
- ✓ Assisted multiple employees with WA State Employment Services Division unemployment fraud issue.
- ✓ Updated all employee files, forms and records to ensure completeness and accuracy.
- ✓ Conducted comprehensive salary survey for all City positions.
- ✓ Received Association of Washington Cities (AWC) Well City Award & 2% medical premium discount.

Public Information:

- ✓ Continued enhancement of communications with North Bend residents through the City's website, cable access channel, use of social media, and preparation of City newsletter.
- ✓ Worked effectively with local and regional media to provide clear, accurate and timely information about City issues, events and emergency situations.
- ✓ Updated City website to provide enhanced information and easier navigation.
- ✓ Worked with Economic Development to increase communications with local business community by producing a weekly Business Resource newsletter and creating a business resource website.

2021-2022 Goals

Administration:

- ◆ Achieve City Council top 10 objectives list for 2021 and 2022.
- ◆ In conjunction with Finance Director, complete the reorganization of the Finance Department.
- ◆ Finalize water mitigation projects meeting needs through 2030; oversee complete feasibility, engineering and financing; and launch Water Conservation Ordinance (WCO) water reduction program for residents and businesses.
- ◆ Affordable Housing: Ensure completion of HB1923 Affordable Housing Grant, Missing Middle zoning, and adoption of Form Based Codes; form task force for the development and approval by Council of an (HP1590) Affordable Housing Program.
- ◆ Economic Development: Complete Development Agreement and water line to Army National Guard Readiness Center and commence development processing for restaurants and hotel; secure a Complete Streets grant for North Bend Way; complete Economic Development Plan and assist Council in adopting the Plan; finalize at least one new hotel proprietor and location and process submittal of application for construction.
- ◆ Sewer: Assist in the completion of Wastewater Treatment Plant (WWTP) Phase 1; assist to initiate bond sale and contract award for WWTP Phase 2; and complete formation of Meadowbrook ULID.
- ◆ Develop the Taylor Park Master Plan; secure funding and replace roof on Train Depot.
- ◆ Set up recurring, periodic facility planning meetings with Snoqualmie Valley School District.
- ◆ Repurpose and lease old CED building.
- ◆ Assist to secure voter approval renewing the Transportation Benefit District (TBD) sales tax.
- ◆ City physical plant evaluation and develop procedure for maintenance.
- ◆ Commission a survey of North Bend's citizens to begin a City-wide visioning process.
- ◆ Prepare a monthly or quarterly report of the metrics of growth such as miles of roads, sewer lines, water lines, storm drainage facilities, parks, etc.; prepare development activity report for building permit and development application statistics.
- ◆ With Communications Manager/PIO develop a narrative of public articles on key issues in North Bend to cover the entire year.



Administration

City Clerk:

- ◆ Continue support of Council, City departments and the citizens by consistently providing timely information and efficient document processing.
- ◆ Continue to work with City departments to ensure compliance with records retention laws and assist with records destruction and archiving as applicable.
- ◆ Maintain the official records of the City in a manner that is responsive to the public and consistent with State law.

Human Resources:

- ◆ Conduct recruitments for new employees as needed.
- ◆ Ensure all employees receive an annual performance evaluation.
- ◆ Ensure all personnel records are created and maintained in accordance with State requirements.
- ◆ Ensure all positions have current job descriptions.
- ◆ Continue to receive Association of Washington Cities (AWC) Well City Award resulting in a 2% medical premium discount.
- ◆ Update personnel policies and procedures as needed to ensure compliance with any new requirements or regulations.

Public Information:

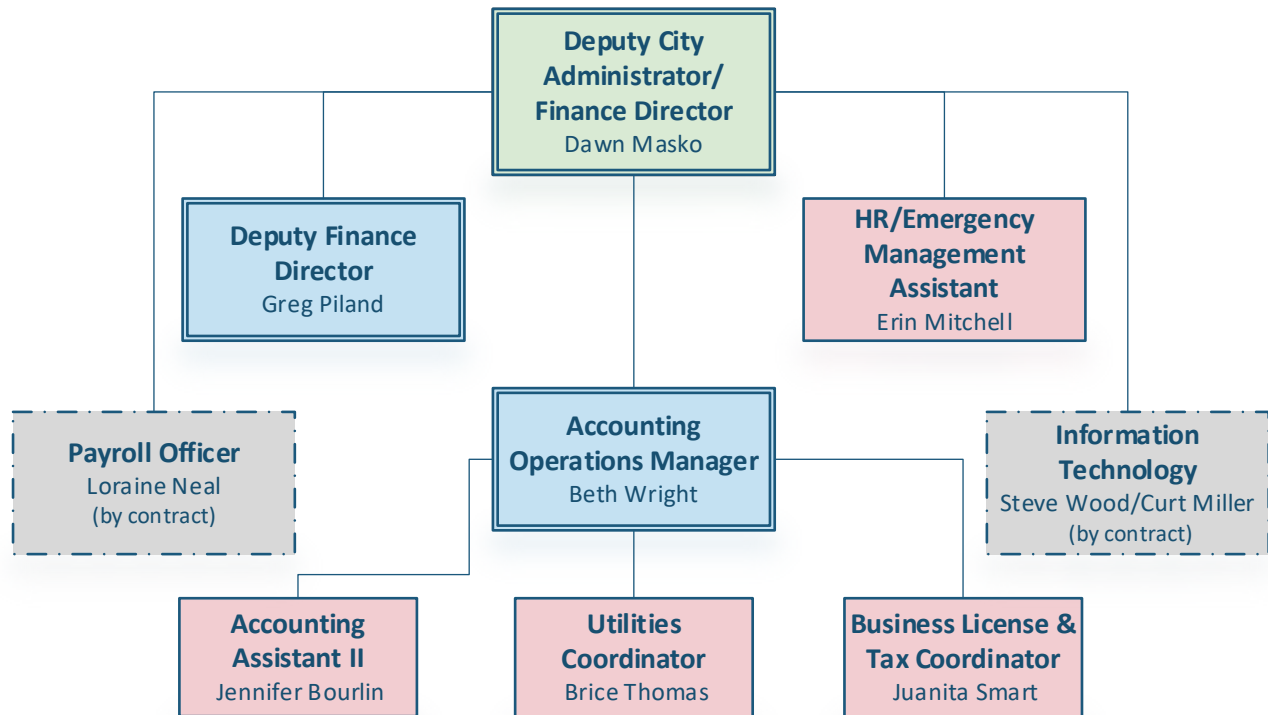
- ◆ Continue enhancement of communications with North Bend residents through the City's website, cable access channel, newsletter, and use of social media.
- ◆ Review and refresh all website pages and update content and pictures on regular basis.
- ◆ Work with City Administrator to develop a narrative of public articles on key issues in North Bend.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	457,296	431,472	457,549	352,554	440,911	456,734	25.1%	3.6%
Supplies	74	32	-	-	-	-	0.0%	0.0%
Services & Charges	15,391	11,941	7,000	5,182	8,800	10,600	69.8%	20.5%
Capital Outlay	1,115	-	-	-	-	-	0.0%	0.0%
Total Expenditures	473,876	443,446	464,549	357,736	449,711	467,334	25.7%	3.9%



Finance Organizational Chart





Finance

Department Overview

The Finance Department is responsible for providing accurate and transparent financial information, facilitates adherence to financial policies, maintains financial service operations, and maintains the fiscal viability of the City. The department prepares the Biennial Budget, the Annual Financial Report, facilitates the State audit, and handles the City's finance, accounting, and utility billing functions.

Responsibilities

- Financial reporting, including preparation of the City's Annual Report
- Preparation of Biennial Budget, including budget document development
- Budget analysis, monitoring and reporting
- Maintain the City's accounting records in compliance with State laws and regulations
- Provide accounting services including payroll, purchasing, accounts payable, and utility billing
- Administer Business license program and business taxes collection
- Developer deposits accounting
- Central cashiering, treasury management, debt management, and investment management
- Audit preparation, assistance and compliance for audit from WA State Auditor's Office
- Administration of the City's financial software system
- Fixed asset accounting
- Staff support to Finance & Administration Committee
- Short- and long-term financial planning
- Oversight of Information Technology development and management

2019-2020 Finance Accomplishments

- ✓ Issued 2019 Limited Tax General Obligation (GO) Bond for new City Hall project.
- ✓ Issued 2019 Water/Sewer Revenue Bonds for Wastewater Treatment Plant (WWTP) High Priority Improvements – Phase 1 construction.
- ✓ Redeemed the City's outstanding 2010 Limited Tax General Obligation Bond and 2012 ULID No. 6 Bond to achieve over \$600,000 in interest savings.
- ✓ Coordinated contracts for new City Hall including construction, furniture, phones, Audio-Visual equipment, janitorial services, and HVAC system maintenance services.
- ✓ Accomplished City Hall project bond rating, long-term financing, and financial reconciliation.
- ✓ Managed COVID-related grants, CARES funds, FEMA funds, and Local Small Business grant program.
- ✓ Worked with Public Works and consultant on Sewer and Water utility rate study updates.
- ✓ Successfully implemented a Square Footage Business & Occupation Tax.
- ✓ Prepared Annual Financial Reports for 2019 and 2020 and coordinated 2018-2019 State audit.
- ✓ Prepared the 2019-2020 Mid-Biennium Budget Modification and quarterly budget adjustments.
- ✓ Coordinated the 2021-2022 Biennial Budget process.
- ✓ Provided financial analysis for multiple capital projects and grant applications.
- ✓ Financial modeling for Clerical/Technical and Public Works Collective Bargaining Agreements.
- ✓ Updated Post Issuance Compliance Policy for tax-exempt debt and adopted written procurement procedures regarding Federal Award standards.
- ✓ Implemented GASB 84 (reclassification of fiduciary activities) and GASB 54 (fund balance classifications).
- ✓ Assisted with enacting 0.1% Affordable Housing Sales Tax and Affordable Housing Sales Tax credit.
- ✓ Participated in negotiation and financial analysis of 2019-2024 Police Services Renewal Agreement.



2021-2022 Finance Goals

- ◆ Analyze and recommend financing options for capital projects including water mitigation.
- ◆ Issue Revenue Bonds for WWTP Phase 2 construction.
- ◆ Defease or refinance eligible outstanding bond issuances if feasible.
- ◆ Provide financial support and financing options for Meadowbrook Sewer ULID.
- ◆ Finalize and implement Water rate study.
- ◆ Update purchasing policies and procedures.
- ◆ Receive a clean audit for the 2020 and 2021 financial reports.
- ◆ Maintain or increase the City's Standard & Poor's creditrating.
- ◆ Coordinate the 2021-2022 Mid-Biennium Modification process.
- ◆ Coordinate the 2023-2024 Biennial Budget process.
- ◆ Assist with comprehensive Capital Improvements Projects (CIP) plan.
- ◆ Complete reorganization of Finance Department.
- ◆ Implement new or upgraded financial software system.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	236,442	237,913	259,400	232,854	341,289	357,812	46.6%	4.8%
Supplies	2,404	214	250	-	200	200	100.0%	0.0%
Services & Charges	53,639	34,052	53,494	45,364	51,071	50,968	12.6%	-0.2%
Total Expenditures	292,485	272,178	313,144	278,219	392,560	408,980	41.1%	4.2%



Central Services

Department Overview

Central Services is responsible for the procurement of central office supplies, copier services, postage operations, and city-wide phone services. This department also oversees janitorial services and general facilities repair and maintenance.

Responsibilities

- Copier services
- Telephone services
- Procurement of general office supplies
- Janitorial services
- Facilities maintenance and repair
- Mail processing

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	8,837	5,298	7,259	4,855	75	75	-98.5%	0.0%
Supplies	11,945	15,708	16,900	14,327	22,600	22,600	57.7%	0.0%
Services & Charges	163,504	190,709	184,883	151,590	191,681	205,241	26.4%	7.1%
Total Expenditures	184,286	211,716	209,042	170,771	214,356	227,916	25.5%	6.3%



Legal & Court

Department Overview

Legal Services are provided by a contract with the private law firm of Kenyon Disend, an experienced law firm well versed in municipal law issues. Contracted legal services provide support in specialized areas such as land use planning, personnel and labor relations, legislative analysis, and representing the City in litigation. In 2020 legal services were provided by a hybrid of in-house and contract services but beginning in 2021 the City has converted back to only contracted services.

The City contracts with the City of Issaquah for municipal court services and King County for district court. These contracts provide court services for citations, infractions, misdemeanors, and domestic violence cases. They also provide judges and staff, issue warrants on the City's behalf, and provide probation services on the City's behalf. The City also has a contract with a private attorney for prosecutorial services. The prosecutor's purpose is to promote the public safety of the community by vigorously and fairly prosecuting violations of the law while protecting and preserving the rights of its citizens.

Responsibilities

Legal Services:

- Represent the City in general civil matters
- Conduct criminal prosecutions
- Provide research, opinions and recommendations
- Prepare and review contracts, ordinances, and policies
- Assist the City with additional legal matters, as requested
- Prepares for issues to be heard before the Hearing Examiner
- Mediates in land use matters as necessary
- Ensure the City's actions comply with applicable laws to minimize the potential for litigation
- Provide legal advice to the City Council and City administration
- Advise the City Council and staff at public meetings

Court Services:

- Provide court services for citations, infractions, misdemeanors, and domestic violence cases
- Provide judges and staff
- Issue warrants on City's behalf
- Render probation services on City's behalf

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	-	-	58,275	54,699	13,730	-	-74.9%	-100.0%
Services & Charges	468,524	518,211	467,400	420,006	548,350	558,100	30.6%	1.8%
Total Expenditures	468,524	518,211	525,675	474,706	562,080	558,100	18.4%	-0.7%



Law Enforcement

Department Overview

The City contracts with the City of Snoqualmie for police services. In addition to interactions with victims and perpetrators of crime, the Police Department builds collaborative relationships with the City's citizens, businesses and schools. Police activities include general patrol, responding to calls for service, criminal investigations, and traffic enforcement. The Police work to reduce crime through proactive policing efforts and educational outreach.

Responsibilities

- Traffic enforcement
- Monitor jail contracts
- Crime investigation
- Crime prevention
- Patrol
- School Resource Officer
- House and business security checks
- Jail transports
- Fingerprinting
- Issue concealed pistol licenses
- Issue specialized forest product permits
- No-contact, protection, and restraining orders

2019-2020 Police Accomplishments

- ✓ Successful renewal of Interlocal Agreement for police services
- ✓ Hosted programs including Lunch Buddy- North Bend Elementary, Coffee with a Cop, and Adopt A Cop
- ✓ Active Shooter training with City Hall staff
- ✓ Offered Rape Aggression Defense (RAD) classes for North Bend citizens
- ✓ Continued to work with the homeless to find alternative services and resources
- ✓ Obtained state grant for NE 12th speed sign (\$3,500)
- ✓ Ordinance passed for children witnessing crimes of domestic violence
- ✓ Implemented a narcotic trained police K-9
- ✓ Successful outcome to a large, planned demonstration in downtown

2021-2022 Police Goals

- ◆ Maintain current staffing levels
- ◆ Ensure state training requirements continue to be met during COVID restrictions
- ◆ Conduct De-escalation and Use of Force training using newly purchased simulator & training resources
- ◆ Continue to work with the homeless to find alternative services and resources
- ◆ Develop an employee health and safety awareness program for officers
- ◆ Continue responsive approach to changing local and national impacts on law enforcement
- ◆ Implement state mandated critical incident use of force independent investigations team
- ◆ Continue to maintain high visibility police presence at the Outlet Mall

Department Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Supplies	141	80	250	-	250	250	100.0%	0.0%
Services & Charges	7,660	13,458	7,900	8,233	8,301	8,301	0.8%	0.0%
Police Services	1,694,089	1,964,270	1,893,266	1,893,266	2,001,246	2,115,164	5.7%	5.7%
Jail Services	450,188	523,643	450,000	315,326	500,000	500,000	58.6%	0.0%
Capital Outlay	-	40,833	227,525	227,525	70,000	70,000	-69.2%	0.0%
Total Expenditures	2,152,079	2,542,284	2,578,941	2,444,350	2,579,797	2,693,715	5.5%	4.4%



Fire & Emergency Medical Services

Department Overview

Fire Protection and Emergency Medical Services are provided through an Interlocal Agreement among five entities – three cities and two fire districts – forming Eastside Fire & Rescue (EFR). Station 87 services the City of North Bend and Fire District 38. EFR provides fire suppression, rescue service, hazardous materials response, fire code enforcement, fire building plan review, and public education.

Responsibilities

Fire Prevention and Suppression Services

- Fire suppression
- Rescue services
- Hazardous materials response
- Fire code enforcement
- Public education
- Building plan review

Emergency Medical Services (EMS)

- Advanced Life Support (ALS)
- Basic Life Support (BLS)

Training

- Firefighting training
- Emergency medical training
- Special operations training

Goals and Accomplishments

- ✓ Eastside Fire & Rescue (EF&R) sets goals and reports accomplishments for their entire five entity service area rather than for each city. EF&R annual reports may be viewed at www.eastsidefire-rescue.org.
- ✓ EF&R routinely meets their turnout time goals for medical calls over 92% of the time and for fire calls over 97% of the time.
- ✓ EF&R governance model will officially transition to a nonprofit corporation in 2021.
- ✓ North Bend expects to continue receiving the same established high-quality fire and life safety services from EF&R in the 2021-2022 biennium.

Eastside Fire & Rescue Strategic Priorities

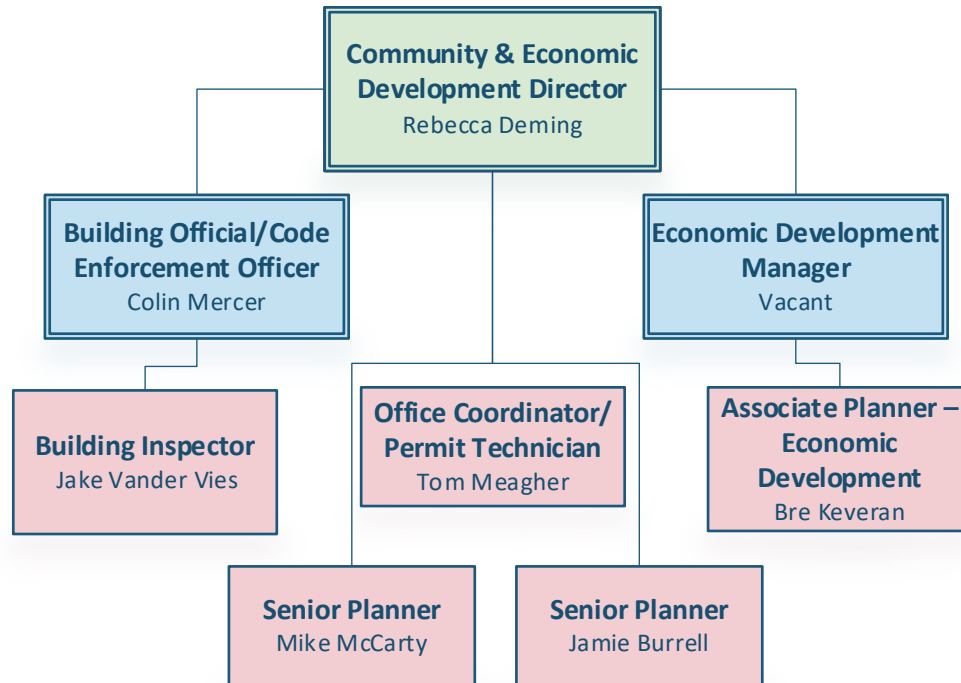
- ◆ Employee Development – Invest, support, and empower all personnel to realize their potential.
- ◆ Life Safety – Provide for life safety, and the protection of property and the environment.
- ◆ Long Term Sustainability – Be a sustainable, adaptive, and innovative fire department.
- ◆ Community Partnerships & Outreach – Advance partnerships that educate and strengthen relationships.
- ◆ Board of Directors Development – Be a high performing unified Board.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Services & Charges	1,099,528	1,147,925	1,190,008	1,186,177	1,208,484	1,259,759	1.9%	4.2%
Capital Outlay	41,788	43,520	-	-	-	-	0.0%	0.0%
Total Expenditures	1,141,316	1,191,445	1,190,008	1,186,177	1,208,484	1,259,759	1.9%	4.2%



Community & Economic Development Organizational Chart





Building

Department Overview

The Building Department regulates building and associated construction activities to protect public health, safety and welfare pursuant to uniform construction codes adopted by the State of Washington (RCW 19.27) in addition to local codes governing land use and code enforcement (NBMC 20.10). This division provides support to citizens, contractors, other City departments, and county and state agencies throughout project development, construction, completion, occupancy permits and code enforcement.

Responsibilities

- Plan reviews
- Issue all building related permits
- Inspections
- Code enforcement
- Technical Review Committee
- Policy development
- Assigning addresses
- Building move permits
- Mobile home permits
- Sign permits
- Business license review
- ADA reviews
- Energy reviews
- Indoor air quality reviews

2019-2020 Building Accomplishments

- ✓ Issued 406 building permits (including 85 Single Family) and conducted 2,911 inspections in 2019.
- ✓ Issued 444 building permits (including 140 Single Family) and conducted 3,112 inspections in 2020.
- ✓ 2019 notable projects that were issued or completed were North Bend City Hall, 3 new school portables, 101 W. Park Building (Huxdotter Coffee), Volition Brewery, Orchard Place apartments and townhouses, new Chinook Lumber store and warehouse, Tollgate Farmhouse alterations and new restrooms.
- ✓ 2020 notable projects that were issued or completed were Karakorum, Orchard Place apartments Building 7, and many single-family home permits.

2021-2022 Building Goals

- ◆ Improve electronic submittal process and implement submittal access through Citizens Connect.
- ◆ Improve utilization of Bluebeam review software for electronic reviews.
- ◆ Continue to grow professional relationships with builders, elected officials, management, staff and citizens to ensure good communication of the City's building codes and regulations while helping clients achieve their goals.
- ◆ Continue working on professional development improvements through active involvement in organizations such as ICC (International Code Council) and WABO (WA Association of Building Officials).

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	401,475	408,268	448,847	434,126	485,761	507,740	11.9%	4.5%
Supplies	3,655	3,785	1,000	784	1,000	1,000	27.5%	0.0%
Services & Charges	126,164	28,091	114,581	62,898	114,823	117,212	82.6%	2.1%
Capital Outlay	1,986	1,209	-	-	-	-	0.0%	0.0%
Total Expenditures	533,281	441,354	564,428	497,808	601,584	625,952	20.8%	4.1%



Planning

Department Overview

The Planning Department prepares and administers plans, policies and regulations pursuant to authority in Federal and State laws to protect public health, safety and welfare. Primary state laws governing planning include the Growth Management Act (RCW 36.70A), the Shoreline Management Act (RCW 90.58) and the platting requirements in RCW 58.17. This division prepares and administers the City's Comprehensive Plan and Land Use Code, provides planning staff support to other City departments and the Planning Commission, and coordinates with county, regional and state agencies.

Planning Functions

- Planning under GMA (Growth Management Act)
- Comprehensive Plan development
- Moratorium response
- Shoreline management
- Development Permit Center
- Policy development
- Code development
- Endangered Species Act response
- Business license review
- Technical Review Committee

Regulatory Functions

Land Use permitting including but not limited to:

- Rezones
- SEPA review
- Conditional use permits
- Annexations
- Binding site plans
- Subdivisions
- Sensitive area review
- Lot line adjustments
- Design and landscape review
- Floodplain development permits
- Short Plats
- Developer Agreements
- Site plans
- Variance/AATS

2019-2020 Planning Accomplishments

- ✓ Pivoted processes to accommodate changing environments due to global pandemic including transitioning to a mostly paperless development review process.
- ✓ Worked on Growth Management Act (GMA) requirements including Urban Growth Capacity Analysis and Growth Targets and participated in related regional groups.
- ✓ Participated in a professional exchange with Mestia, a small city in the Republic of Georgia. Recommendations included adopting form-based codes, which primed North Bend staff to pursue adopting such codes as well.
- ✓ Completed North Bend's Annex to the 2020 King County Regional Hazard Mitigation Plan.
- ✓ Active participation and advocacy for the Snoqualmie Valley Mobility Coalition.
- ✓ Successfully received grants for Missing Middle Housing and Form Based Codes preparation.
- ✓ Approved 6 final plats for 207 lots, 5 preliminary plats, and 8 site plans and associated SEPA (if required).
- ✓ Reviewed 32 preliminary applications. (17 commercial, 9 residential, and 6 Park/Trail).
- ✓ Processed and approved 5 Boundary Line Adjustments.
- ✓ Facilitated 7 Development Agreements Applications.
- ✓ Prepared 19 North Bend Municipal Code Amendments for review and Public Hearing relating to parks, development standards/regulations and uses.



Planning

2021-2022 Planning Goals

- ◆ Begin work on State Mandated Comprehensive Plan Update.
- ◆ Work with the Planning Commission on possible North Bend Municipal Code amendments to ensure Council vision is carried out.
- ◆ Coordinate with developers and applicants to direct them through the planning process.
- ◆ Update or create GIS maps for better information sharing and wider use by staff.
- ◆ Continue to process applications/plan reviews as efficiently as possible.
- ◆ Apply for available grants for Parks and Planning projects and initiatives.
- ◆ Participate in Regional Planning Groups.
- ◆ Prepare code amendments for Planning Commission and City Council recommendation including:
 - Form Based Code
 - Medium Residential Density
 - Hotel Conversion Ordinance
- ◆ Work with City Council and Planning Commission on an Affordable Housing Program.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	452,354	478,658	457,811	456,265	442,474	454,921	-3.0%	2.8%
Supplies	6,148	6,854	500	693	500	500	-27.8%	0.0%
Services & Charges	132,838	8,596	67,706	(795)	316,591	321,708	-39902.7%	1.6%
Capital Outlay	1,634	-	-	-	-	-	0.0%	0.0%
Total Expenditures	592,974	494,108	526,017	456,163	759,565	777,129	66.5%	2.3%



Emergency Management

Department Overview

Emergency Management is responsible for activities related to the preparation for, response to, and recovery from disasters. The Public Works Director serves as the City's Emergency Manager.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	-	32,851	24,033	18,480	22,432	23,692	21.4%	5.6%
Supplies	1,600	29,602	5,700	6,869	700	700	-89.8%	0.0%
Services & Charges	6,002	102,071	259,145	226,235	1,200	1,200	-99.5%	0.0%
Capital Outlay	-	-	78,100	68,075	-	-	-100.0%	0.0%
Total Expenditures	7,602	164,525	366,978	319,658	24,332	25,592	-92.4%	5.2%



Recreation & Special Events

Department Overview

The Recreation & Special Events department oversees seasonal community events including the Downtown Block Party and the Holiday Festival. They also actively collaborate with other community organizations and businesses to provide quality recreation and special events for North Bend residents and oversee downtown beautification efforts.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	69,224	75,275	56,708	55,337	40,525	42,345	-26.8%	4.5%
Services & Charges	39,660	47,145	17,660	12,095	52,750	52,200	336.1%	-1.0%
Total Expenditures	108,884	122,420	74,368	67,432	93,275	94,545	25.4%	1.4%



Land & Building Management

Department Overview

The Land & Building Management department centralizes land purchases made by the General Fund. It also accounts for improvements, assessments and other charges made on the land.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Services & Charges	4,617	4,488	4,359	4,359	4,231	4,102	-2.9%	-3.0%
Total Expenditures	4,617	4,488	4,359	4,359	4,231	4,102	-2.9%	-3.0%



Development Review

Department Overview

The Development Review Department is responsible for the oversight of City capital improvement projects and new privately constructed City infrastructure. The department provides updates to City plans and systems, manages construction and service contracts, and assists with development review of projects.

Responsibilities

- Oversight of City capital improvement projects and new privately constructed City infrastructure
- Update development review plans and systems
- Manage construction and service contracts
- Assist with development review of projects

2019-2020 Development Review Accomplishments

- ✓ Reviewed and approved engineering plans for several large subdivisions including Dahlgren multi-family project, Cedar Landing, Cascade Canyon, and Tanner Falls.
- ✓ Successfully obtained multiple grants to help fund future City projects including Mt. Si Blvd. Roundabout and 2nd Street Improvements.
- ✓ Completed citywide PCI (Pavement Condition Index) study and map.
- ✓ Worked on multiple City projects including Park Street Roundabout, Tanner Trail Extension, Downtown to Tollgate Trail, Mt. Si Blvd. Roundabout, South Fork Ave. Extension, and Wastewater Treatment Plant (WWTP) High Priority Improvement Phase 2.
- ✓ Began Transportation Impact Analysis for 468th Avenue SE corridor for full build out.
- ✓ Implemented the new Water Conservation Ordinance, worked on the Water System Plan, and analyzed multiple potential water mitigation options including Cascade South Fork Discharge, Hobo Springs Bypass, Hobo Springs Expansion, and two mitigation reservoirs.
- ✓ Provided engineering support to National Guard for several miles of waterline extensions out to I-90 Exit 34.

2021-2022 Development Review Goals

- ◆ Study ways to improve east side of historic downtown area and improve pedestrian safety and parking.
- ◆ Continue to design multiple City projects including NE 6th Street Watermain replacement and Road improvements, 2nd Street Improvements, Mt. Si Blvd. Roundabout, WWTP High Priority Improvements Phase 2, and Middle Fork Roundabout.
- ◆ Obtain approval from Washington State Department of Health for City's 2020 Water System Plan.
- ◆ Complete the Sewer and Water Rates and GFC studies and Water Mitigation Portfolio Program.
- ◆ Begin formation of Meadowbrook Sewer ULID (Utility Local Improvement District).
- ◆ Pursue grant funding for City projects including Bendigo Bridge replacement, WWTP HPI Phase 2, and pavement overlay projects.
- ◆ Analyze options to improve conditions at Mt. Si Springs and design AC Watermain Replacement project.
- ◆ Complete Downtown Stormwater Detention Study.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	223,586	190,798	226,722	210,566	207,302	214,126	-1.6%	3.3%
Supplies	-	85	100	-	100	100	100.0%	0.0%
Services & Charges	1,014	428	900	450	750	750	66.5%	0.0%
Total Expenditures	224,600	191,311	227,722	211,017	208,152	214,976	-1.4%	3.3%



Parks

Department Overview

The Parks Department is responsible for the operations, maintenance and stewardship of many City owned parks, park buildings, irrigation systems, walkways, paths and play areas. The City has over 795 acres of parks and open space property, including E.J. Roberts, Torguson Park, Tollgate Farm, Tanner Trail, and Meadowbrook Farm.

Parks Department Functions

- Maintain clean and safe facilities
- Keep parks clear of litter
- Maintain irrigation systems, walkways, paths and play areas
- Maintain park grounds through mowing, fertilizing, pruning, watering, and weed control
- Maintain park buildings (including bathrooms) and gazebos

2019-2020 Parks Accomplishments

- ✓ Maintained City parks.
- ✓ Collaborated with Si View Parks District on multiple City parks improvement projects including Tenant Trailhead Park, Torguson Park, Meadowbrook Farm Trail, and the Tollgate Farmhouse building.
- ✓ Collaborated with Si View PD on Skateboard Park replacement at Torguson Park (under construction).
- ✓ Assisted on park design for new public Dahlgren Park on the east side of the Dahlgren Site.
- ✓ Provided construction inspections on Middle Fork River kayak takeout park on Tanner Road.

2021-2022 Parks Goals

- ◆ Continue to maintain City parks.
- ◆ Build backstop at EJ Roberts tennis court.
- ◆ Assist with Tennant Trailhead mountain bike project, as needed.
- ◆ Evaluate creating new park opportunities on the east side of the City.
- ◆ Provide reviews and inspections for multiple City park projects including the new Dahlgren Park, Downtown to Tollgate Park Trail, Tollgate Farmhouse building improvements, and Tenant Trailhead Park.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Personnel Costs	348,550	359,377	356,599	343,595	398,364	412,162	15.9%	3.5%
Supplies	8,718	6,374	16,500	7,428	11,500	11,500	54.8%	0.0%
Services & Charges	189,189	179,967	164,296	134,021	148,571	164,092	10.9%	10.4%
Total Expenditures	546,457	545,718	537,395	485,043	558,435	587,754	15.1%	5.3%



Social & Human Services

Department Overview

Each year the North Bend City Council appropriates funds in support of social service agencies. The Council establishes funding levels during the budget cycle. Many of these funds go to local organizations established to meet the needs of the community. Other funds support treatment activities. Human services are defined as services that assist individuals in meeting their basic needs: food, shelter, clothing, medical assistance and safety from abuse. North Bend also contributes to several community organizations that enrich the City and its quality of life.

Department Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change	
							20-21	21-22
Human Services:								
Downtown Foundation	-	3,000	-	-	-	-	0.0%	0.0%
Eastside Baby Corner	500	750	750	750	1,500	-	100.0%	0.0%
Encompass (Child Services)	13,000	13,000	13,000	13,000	20,000	-	53.8%	0.0%
Friends of the Trail	6,000	6,000	6,000	6,000	6,000	-	0.0%	0.0%
Friends of Youth	2,500	3,000	3,000	3,000	3,000	-	0.0%	0.0%
Jazz Clubs NW (Boxley Music Fund)	3,500	3,500	3,500	3,500	7,500	-	114.3%	0.0%
Lifeline (Domestic Violence Svcs)	3,000	-	-	-	-	-	0.0%	0.0%
Mt. Si Senior Center	37,500	37,500	37,500	37,500	37,500	-	0.0%	0.0%
Sno Valley Community Network	2,500	3,000	3,000	3,000	15,000	-	400.0%	0.0%
Snoqualmie Valley Food Bank	18,000	20,000	22,000	22,000	30,000	-	36.4%	0.0%
Snoqualmie Valley Shelter Svcs	4,500	4,500	4,500	4,500	4,500	-	0.0%	0.0%
Sno-Valley Indoor Playground	1,000	1,000	-	-	-	-	0.0%	0.0%
Trail Youth	-	1,500	3,500	3,500	3,500	-	0.0%	0.0%
Human Services Reserve	-	-	-	-	-	128,500	0.0%	100.0%
Total Expenditures	92,000	96,750	96,750	96,750	128,500	128,500	32.8%	0.0%

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Social Services & Pgms:								
Meadow brook Farm	20,000	10,000	10,000	10,000	10,000	10,000	0.0%	0.0%
North Bend Historical Museum	3,000	3,000	3,000	3,000	5,000	5,000	66.7%	0.0%
Total Expenditures	23,000	13,000	13,000	13,000	15,000	15,000	15.4%	0.0%

2022 Human Services grants will be determined by the City Council during the Mid-Biennium Modification



Non-Departmental

Department Overview

Non-Departmental includes expenditures that are not attributed to any one City department or division within the General Fund. Non-departmental operating expenses include citywide memberships, election services, voter registration, animal control services, AWC-RMSA insurance, legal advertising, municipal code publishing, pollution control, regional public health responsibilities, and the City's wellness program.

Department Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Supplies	5,849	7,241	8,200	4,425	8,500	8,500	92.1%	0.0%
Services & Charges	150,905	175,010	210,385	183,843	207,393	213,902	12.8%	3.1%
State Building Surcharge	-	-	2,605	1,998	800	800	-59.9%	0.0%
Total Expenditures	156,754	182,251	221,190	190,266	216,693	223,202	13.9%	3.0%



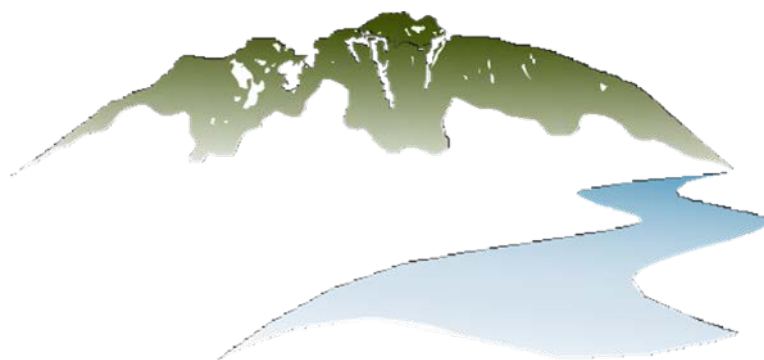
Operating Transfers

Department Overview

In addition to supporting the expenses incurred by City departments, the General Fund also supports activities of other City funds. This support occurs through operating transfers to other funds, primarily to Street Funds and the Economic Development Fund.

Department Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Transfer Out to:								
Street Operations Fund (101)	670,648	664,116	659,360	589,408	622,284	675,784	5.6%	8.6%
B&O Tax xfr to Trans Imp Pgm	148,608	159,957	144,683	147,057	142,350	143,775	-3.2%	1.0%
Streets Overlay (103)	150,000	125,000	-	-	-	125,000	0.0%	100.0%
Sq Ftg B&O to Cap Streets (102)	168,626	170,609	178,244	178,244	178,000	178,000	-0.1%	0.0%
Prop Tax Inc to Streets Overlay (103)	61,439	10,733	53,430	53,430	62,053	62,053	16.1%	0.0%
Sales Tax xfr to Econ Dev (108)	32,000	32,000	32,000	32,000	32,000	32,000	0.0%	0.0%
Economic Development (108)	166,226	144,100	100,148	96,436	167,347	176,234	73.5%	5.3%
City Hall Project (310)	-	1,498,741	-	-	-	-	0.0%	0.0%
Main Ave Angle Parking (310)	22,198	-	-	-	-	-	0.0%	0.0%
Wm. Taylor Ped Connection (310)	4,430	11,320	-	-	-	-	0.0%	0.0%
Park Maintenance Reserve (117)	-	10,000	10,000	10,000	10,000	10,000	0.0%	0.0%
Total Expenditures	1,424,175	2,826,576	1,177,865	1,106,575	1,214,034	1,402,846	9.7%	15.6%





Special Revenue Department Descriptions

STREET OPERATIONS FUND - 101

The Street Operating Fund, a division of the Public Works Department, provides for all maintenance and operation functions for the City's transportation system. These responsibilities are primarily financed through a transfer of General Fund revenues. Other funding sources include street permits and state-shared gasoline taxes.

STREETS CAPITAL FUND - 102

The function of the Streets Capital Fund is to amass monies for the construction of street projects in the 6 Year Transportation Improvement Program (TIP). The primary revenue streams are state-shared gasoline and fuel excise taxes and a portion of Business & Occupation taxes transferred from the General Fund.

STREETS OVERLAY FUND - 103

The City established a Streets Overlay Fund for the purpose of segregating appropriations to be utilized for the City's Streets Overlay Maintenance Program. These funds come primarily from transfers from the General Fund and Capital Streets Fund.

IMPACT FEES & MITIGATION FUND - 106

Impact fees are charged to mitigate the impact of development upon public facilities and can be used only for designated purposes in a limited time from the date of collection. The City currently charges a Park Impact Fee, Transportation Impact Fee and Fire Impact Fee. The City also collects a School Impact Fee that is remitted to the Snoqualmie School District.

HOTEL/MOTEL LODGING TAX FUND - 107

Hotel/Motel Lodging Tax is a consumer tax on lodging charges for periods of less than 30 consecutive days for hotels, motels, rooming houses, private campgrounds, RV parks, and similar facilities. The funds are distributed by the State Treasurer to the levying cities and counties. They may be used for promotion of tourism or construction and operation of tourism-related facilities.

ECONOMIC DEVELOPMENT FUND - 108

The resources in this fund are to be utilized for citywide economic planning including downtown revitalization, and to create linkages between the interchange commercial and downtown areas.

PARK IMPROVEMENT FUND - 116

The North Bend Parks Commission is responsible for recommending park improvement activities and projects to the City Council. The Council then appropriates funds from the Park Improvement Fund based on priorities set during the budget cycle.



PARK MAINTENANCE RESERVE FUND - 117

The Park Maintenance Reserve Fund was established to provide a dedicated funding source for parks equipment replacement and repair. The Council approved transferring \$10,000 annually from the General Fund into this fund as part of the budget process.

DEVELOPMENT PROJECTS FUND - 125

The Development Projects Fund was established by Council action in 1996 to adequately track development fees and deposits in order to separate them from regular City expenditures in the General Fund. In keeping the with the Council's policy that development "pay its own way", the fund also allows the City to bill developers for staff time associated with development projects. Those revenues are transferred to the General Fund on a monthly basis.

TRANSPORTATION BENEFIT DISTRICT FUND - 190

The North Bend Transportation Improvement District (TBD) No. 1 was established in 2011 as an independent taxing district to fund, construct, and provide transportation improvements within its boundaries which are coextensive with the boundaries of the City. The City Council approved dissolving the Transportation Benefit District in 2018 and absorbing the operations into the City's budget. The Transportation Benefit District Fund accounts for these transportation improvement activities. The TBD is funded primarily from a voter-approved two-tenths of one percent sales and use tax.



Street Operations Fund

Fund Overview

The Street Operations Fund, a division of the Public Works Department, provides for all maintenance and operation functions for the City's transportation system. These responsibilities are primarily financed through a transfer of General Fund revenues. Other funding sources include street permits and state-shared gasoline taxes.

Street Department Functions

- Street sweeping
- Asphalt paving, crack sealing and re-grading
- Traffic control
- Street sign maintenance
- Snow and ice removal
- Emergency response
- Curb and sidewalk repair
- Debris cleaning
- Maintain street rights of way
- Vegetation control

2019-2020 Streets Accomplishments

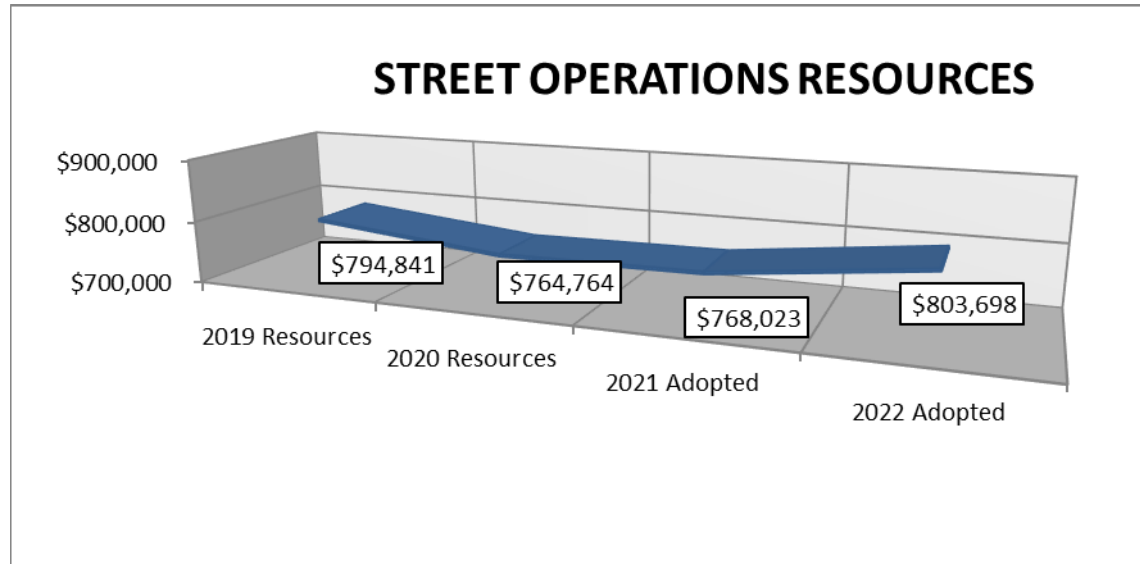
- ✓ Completed citywide Pavement Condition Index (PCI) Study and Map update in 2020.
- ✓ Designed and constructed several transportation projects, including Park Street Roundabout, Tanner Trail extension, North Bend Way overlay, Main Avenue mid-block angle parking, and Park St. mid-block crossing.
- ✓ Continued design on Stilson Avenue frontage improvements near Opstad Elementary School.
- ✓ Continued design and Right of Way (ROW) acquisition on Middle Fork Road Roundabout.
- ✓ Provided engineering reviews on roundabouts and road frontage improvements at 436th Ave./SE 136th Street intersection and North Bend Way/436th Ave. intersection and secured necessary ROW acquisitions.
- ✓ Commenced 468th Avenue corridor Transportation Impact Analysis for full build out.
- ✓ Started engineering analysis and design of South Fork Avenue Bypass roadway project.
- ✓ Evaluated several roundabout options for Bendigo/Mount Si Blvd./Outlet Mall interchange near Exit 31.
- ✓ Obtained \$1.4 million grant for Outlet Mall Roundabout and \$300k grant for 2nd Street Improvements.
- ✓ Completed pavement overlays on North Bend Way, Main Avenue and Mount Si Blvd.
- ✓ Provided engineering design reviews and construction inspections on more than 5 miles of new subdivision roads in Sunrise View, Cedar Landing, Tanner Falls, Cascade Canyon, and Cedar Falls South.
- ✓ Provided engineering design reviews for future roads at Tree Farm, Kanim and Ichijo subdivisions.
- ✓ Completed annual updates to City's 6-Year Transportation Improvement Program (TIP).

2021-2022 Streets Goals

- ◆ Construct pedestrian walkway from Downtown to Tollgate Park.
- ◆ Design and/or construct multiple projects, including Tanner Trail Extension(s), Downtown to Tollgate Park pedestrian walkway, South Fork Avenue Bypass, 2nd Street Improvements, 6th Street Improvements, Stilson Avenue Improvements (pending grant funding), 8th Street Improvements, Exit 31/Bendigo/Mount Si Blvd/Outlet Mall Roundabout design, and improve Snoqualmie Valley Trail Crossing east of Dahlgren site.
- ◆ Design and construct North Bend Way south side sidewalks and rebuild some Forester Woods sidewalks.
- ◆ Park Street overlay as part of annual \$300k pavement overlay program and crack seal selected streets.
- ◆ Complete Transportation Impact Analysis (TIA) on 468th Avenue corridor from Exit 34.
- ◆ Apply for grants for Outlet Mall Roundabout, South Fork Avenue Bypass, and Bendigo Bridge projects.
- ◆ Support Complete Streets program.
- ◆ Complete annual updates to City's 6-Year Transportation Improvement Program (TIP).



Street Operations Fund



Revenue & Expenditures Summary

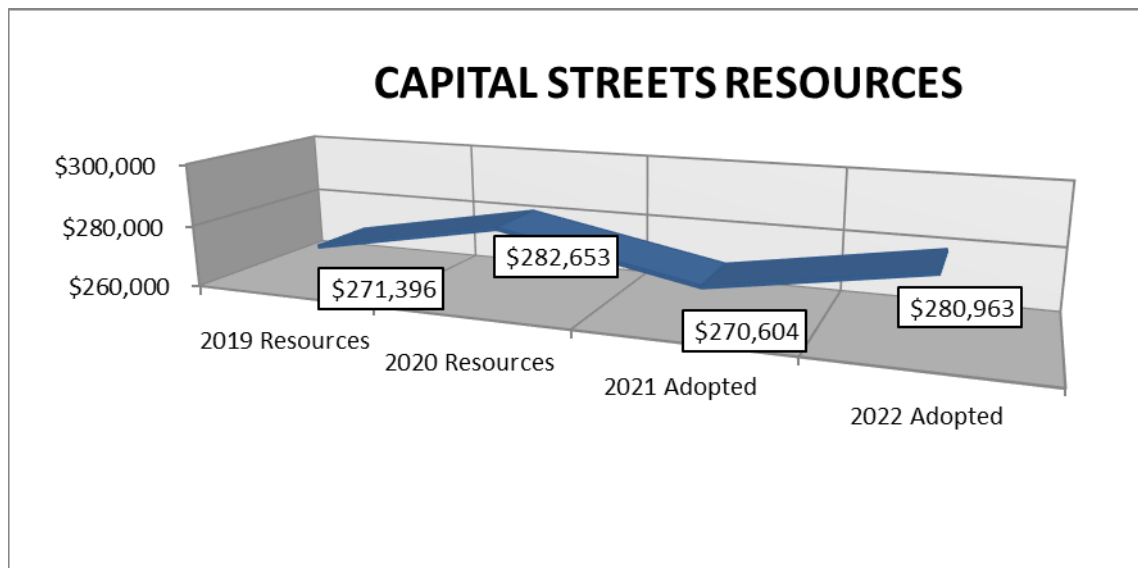
Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21	Percent Change 21-22
Revenues:								
Beginning Fund Balance	-	-	-	-	-	-	0.0%	0.0%
Licenses & Permits	17,132	14,072	10,000	10,396	12,300	12,300	18.3%	0.0%
Intergovernmental Revenues	107,624	107,293	163,395	112,904	133,439	115,614	18.2%	-13.4%
Misc. & Other Fin Sources	152	8,168	3,154	8,537	-	-	-100.0%	0.0%
Retainage Deposits	-	1,192	-	-	-	-	0.0%	0.0%
Transfer from General Fund	670,648	664,116	659,360	589,408	622,284	675,784	5.6%	8.6%
Transfer from Streets CIP Fund	-	-	43,519	43,519	-	-	-100.0%	0.0%
Total Revenues	795,556	794,841	879,428	764,764	768,023	803,698	0.4%	4.6%
Expenditures:								
Personnel Costs	450,648	438,033	469,382	463,319	481,919	500,828	4.0%	3.9%
Supplies	12,782	14,878	26,748	25,935	19,100	19,100	-26.4%	0.0%
Services & Charges	300,727	310,166	296,331	258,152	267,004	283,770	3.4%	6.3%
Capital Outlay	-	-	85,775	16,166	-	-	-100.0%	0.0%
Retainage Refunds	-	-	1,192	1,192	-	-	0.0%	0.0%
Debt Service	31,399	31,763	-	-	-	-	0.0%	0.0%
Total Expenditures	795,556	794,841	879,428	764,764	768,023	803,698	0.4%	4.6%
Ending Fund Balance	-	-	-	-	-	-	0.0%	0.0%
FUND TOTAL	795,556	794,841	879,428	764,764	768,023	803,698	0.4%	4.6%



Capital Streets Fund

Fund Overview

The function of the Capital Streets Fund is to amass monies for the construction of street projects in the 6-year Transportation Improvement Program (TIP). The primary revenue streams are Gasoline and Fuel Excise Taxes and a portion of Business & Occupation Taxes transferred from the General Fund.



Revenue & Expenditures Summary

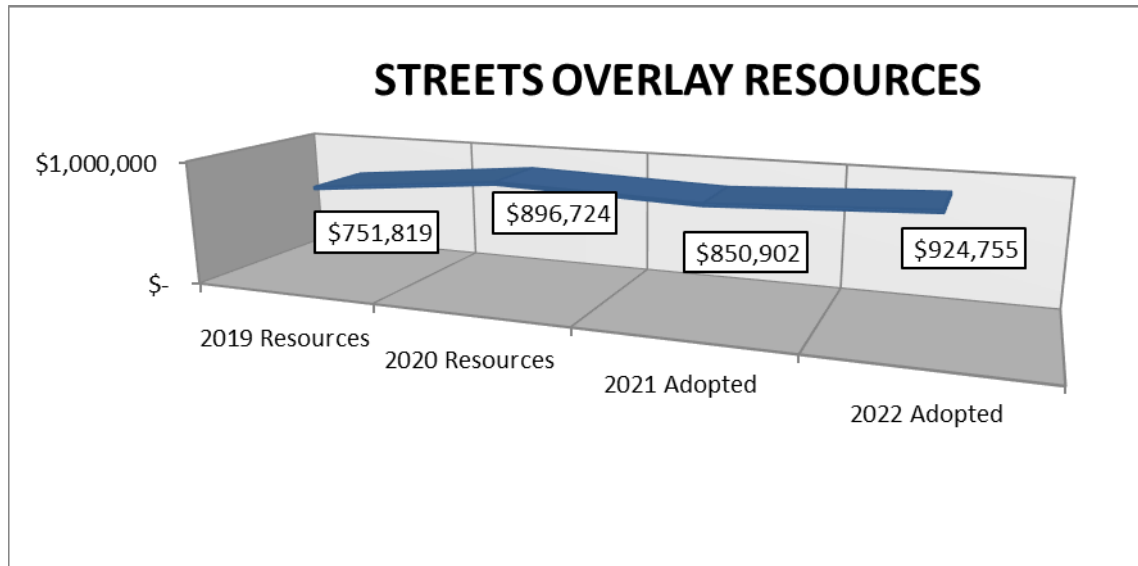
Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	29,882	61,894	94,535	94,535	77,584	87,502	-17.9%	12.8%
Intergovernmental Revenues	46,273	49,545	41,050	41,056	50,670	49,686	23.4%	-1.9%
Misc & Other Fin Sources	-	-	-	5	-	-	-100.0%	0.0%
B&O Tax from General Fund	148,608	159,957	144,683	147,057	142,350	143,775	-3.2%	1.0%
Total Revenues	224,763	271,396	280,268	282,653	270,604	280,963	-4.3%	3.8%
Expenditures:								
Personnel Costs	39,149	37,993	51,239	51,659	66,910	44,895	29.5%	-32.9%
Services & Charges	457	12,695	33,378	31,721	322	204	-99.0%	-36.6%
Capital Outlay	-	11,281	-	-	-	-	0.0%	0.0%
Interfund Transfers	123,263	114,892	118,067	117,860	115,870	115,892	-1.7%	0.0%
Total Expenditures	162,869	176,861	202,684	201,241	183,102	160,991	-9.0%	-12.1%
Ending Fund Balance	61,894	94,535	77,584	81,412	87,502	119,972	7.5%	37.1%
FUND TOTAL	224,763	271,396	280,268	282,653	270,604	280,963	-4.3%	3.8%



Streets Overlay Fund

Fund Overview

The City established a Streets Overlay Fund for the purpose of segregating appropriations to the City's Streets Overlay Maintenance Program.



Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	402,775	512,999	512,999	560,813	534,702	100.0%	-4.7%
Intergovernmental Revenues	411,340	8,180	120,093	120,093	25,036	-	-79.2%	0.0%
Misc & Other Fin Sources	-	-	-	-	-	-	0.0%	0.0%
Retainage Deposits	-	9,522	6,959	6,959	-	-	-100.0%	0.0%
Transfer from General Fund	150,000	125,000	-	-	-	125,000	0.0%	100.0%
Sq Ftg Tax from General Fund	168,626	170,609	178,244	178,244	178,000	178,000	-0.1%	0.0%
1% Prop Tax Increase - GF	61,439	10,733	53,430	53,430	62,053	62,053	16.1%	0.0%
Transfer from Capital Streets	30,400	25,000	25,000	25,000	25,000	25,000	0.0%	0.0%
Total Revenues	821,805	751,819	896,725	896,724	850,902	924,755	-5.1%	8.7%
Expenditures:								
Capital Outlay	345,970	238,820	315,106	153,918	300,000	300,000	94.9%	0.0%
Retainage Refunds	-	-	11,943	-	-	-	0.0%	0.0%
Interfund Transfers	73,061	-	8,863	9,755	16,200	-	66.1%	-100.0%
Total Expenditures	419,031	238,820	335,912	163,674	316,200	300,000	93.2%	-5.1%
Ending Fund Balance	402,775	512,999	560,813	733,051	534,702	624,755	-27.1%	16.8%
FUND TOTAL	821,805	751,819	896,725	896,724	850,902	924,755	-5.1%	8.7%



Hotel/Motel Lodging Tax Fund

Fund Overview

Hotel/Motel Lodging Tax is a consumer tax on lodging charges for periods of less than 30 consecutive days for hotels, motels, rooming houses, private campgrounds, RV parks, and similar facilities. The funds are distributed by the State Treasurer to the levying cities and counties. They may be used for promotion of tourism or construction and operation of tourism-related facilities.

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change	
							20-21	21-22
Revenues:								
Beginning Fund Balance	7,152	2,447	813	813	13,813	28,113	1598.3%	103.5%
Hotel/Motel Tax	14,294	13,367	13,000	14,512	14,300	14,300	-1.5%	0.0%
Total Revenues	21,447	15,813	13,813	15,325	28,113	42,413	83.4%	50.9%
Expenditures:								
Trans to Econ Dev Fund (108)	19,000	15,000	-	-	-	-	0.0%	0.0%
Total Expenditures	19,000	15,000	-	-	-	-	0.0%	0.0%
Ending Fund Balance	2,447	813	13,813	15,325	28,113	42,413	83.4%	50.9%
FUND TOTAL	21,447	15,813	13,813	15,325	28,113	42,413	83.4%	50.9%



Economic Development Fund

Fund Overview

The resources in this fund are to be utilized for citywide economic planning including downtown revitalization and to create linkages between the interchange commercial and downtown areas. Some of the projects supported by this fund have been initiated by or tasked to the Economic Development Commission (EDC).

2019-2020 Economic Development Accomplishments

- ✓ Began work on Economic Development Plan in partnership with the Economic Development Commission (EDC).
- ✓ Received Port of Seattle Economic Development Partnership Grant for signage, banners, and tourism advertising.
- ✓ Conducted multiple business outreach and support efforts including conducting a business survey, creating a business resource website, producing a weekly business resource newsletter, and helping allocate CARES funding to local businesses.
- ✓ Sponsored Shop Local business support campaigns in collaboration with the North Bend Downtown Foundation (NBDF) and helped create a Shop Local video for downtown businesses that was shared on social media.
- ✓ Collaborated with Public Works and Community & Economic Development departments and the NBDF on downtown seasonal beautification projects.
- ✓ Provided support to the Snoqualmie Valley Mobility Coalition and other transit related programs.

2021-2022 Economic Development Goals

- ◆ Create an Economic Development Plan for the City.
- ◆ Apply the Western Washington University Financial Projection Model to willing potential developers.
- ◆ Support and collaborate with the NBDF to help plan and sponsor special events.
- ◆ Collaborate with the NBDF to continue to provide COVID-related support to the North Bend business community.
- ◆ Facilitate six successful Business Outreach meetings on a bi-monthly basis.
- ◆ Begin working on the Economic Development Element of the City's 2024 Comprehensive Plan.

Revenue & Expenditures Summary

Description	2018	2019	2020	2020	2021	2022	Percent Change	
	Actual	Actual	Budget	Actual	Adopted	Adopted	20-21	21-22
Revenues:								
Intergovernmental Revenues	6,570	6,000	6,965	5,599	6,500	6,500	16.1%	0.0%
VIC Merchandise Sales	1,941	1,486	-	-	-	-	0.0%	0.0%
Miscellaneous	1,069	50	-	-	-	-	0.0%	0.0%
Sales Tax from Gen Fund	32,000	32,000	32,000	32,000	32,000	32,000	0.0%	0.0%
Transfer from General Fund	166,226	144,100	100,148	96,436	167,347	176,234	73.5%	5.3%
Transfer from Hotel/Motel Fund	19,000	15,000	-	-	-	-	0.0%	0.0%
Total Revenues	226,806	198,636	139,113	134,034	205,847	214,734	53.6%	4.3%
Expenditures:								
Personnel Costs	145,108	144,738	120,146	118,521	186,329	194,642	57.2%	4.5%
Supplies	1,436	1,349	-	-	-	-	0.0%	0.0%
Services & Charges	76,182	52,549	12,002	9,229	14,518	15,092	57.3%	4.0%
Capital Outlay	4,079	-	6,965	6,285	5,000	5,000	-20.4%	0.0%
Total Expenditures	226,806	198,636	139,113	134,034	205,847	214,734	53.6%	4.3%
Ending Fund Balance	-	-	-	-	-	-	0.0%	0.0%
FUND TOTAL	226,806	198,636	139,113	134,034	205,847	214,734	53.6%	4.3%



Impact Fees & Mitigation Fund

Fund Overview

Impact fees are charged to mitigate the impact of development upon public facilities and can be used only for designated purposes in a limited time from the date of collection. The City currently charges a Park Impact Fee, Transportation Impact Fee and Fire Impact Fee. The City also collects a School Impact Fee that is remitted to the Snoqualmie School District.

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	1,513,788	3,158,213	3,933,243	3,933,243	5,516,049	6,032,622	40.2%	9.4%
Impact Fees	2,972,882	1,559,734	2,544,234	2,842,725	2,040,008	2,706,914	-28.2%	32.7%
Mitigation Payments	58,606	49,089	-	-	-	-	0.0%	0.0%
Interest Earnings/Misc.	45,055	71,556	46,242	47,626	-	-	-100.0%	0.0%
Reclassification from 635 Fund	-	-	1,218,099	1,218,099	-	-	-100.0%	0.0%
Interfund Transfers	169,845	513,581	-	-	-	-	0.0%	0.0%
Total Revenues	4,760,177	5,352,173	7,741,818	8,041,694	7,556,057	8,739,536	-6.0%	15.7%
Expenditures:								
School Impact Fees to SVSD	-	-	1,358,829	1,434,608	762,237	669,863	-46.9%	-12.1%
Si View Interlocal Agreement	201,404	236,602	354,895	354,895	211,198	269,582	-40.5%	27.6%
Debt Service	14,424	3,562	-	-	-	-	0.0%	0.0%
Capital Outlay	1,634	-	-	-	-	-	0.0%	0.0%
Interfund Loan Payments	725,000	161,365	-	-	-	-	0.0%	0.0%
Interfund Transfers	659,503	1,017,401	512,045	365,189	550,000	375,000	50.6%	-31.8%
Total Expenditures	1,601,964	1,418,930	2,225,769	2,154,692	1,523,435	1,314,445	-29.3%	-13.7%
Ending Fund Balance	3,158,213	3,933,243	5,516,049	5,887,002	6,032,622	7,425,091	2.5%	23.1%
FUND TOTAL	4,760,177	5,352,173	7,741,818	8,041,694	7,556,057	8,739,536	-6.0%	15.7%



Park Improvement Fund

Fund Overview

The North Bend Parks Commission is responsible for recommending park improvement activities to the City Council. The Council then appropriates funds from the Park Improvement Fund based on priorities set during the budget cycle.

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	31,724	114,133	93,135	93,136	187,543	304,220	101.4%	62.2%
KC Parks & Trails Levy	165,634	17,074	116,677	116,677	116,677	116,677	0.0%	0.0%
Intergovernmental/Grants	75,000	200,000	69,875	23,582	-	-	-100.0%	0.0%
Interest Earnings	1,710	1,965	840	877	-	-	-100.0%	0.0%
Total Revenues	274,068	333,172	280,527	234,272	304,220	420,897	29.9%	38.4%
Expenditures:								
Capital Outlay	-	-	79,875	32,646	-	-	-100.0%	0.0%
Trans to Park Imp Fee Fund (106)	159,845	240,036	-	-	-	-	0.0%	0.0%
Transfer to Capital Projects (310)	90	-	13,109	13,109	-	-	-100.0%	0.0%
Total Expenditures	159,935	240,036	92,984	45,756	-	-	-100.0%	0.0%
Ending Fund Balance	114,133	93,136	187,543	188,517	304,220	420,897	61.4%	38.4%
FUND TOTAL	274,068	333,172	280,527	234,272	304,220	420,897	29.9%	38.4%

Park Maintenance Reserve Fund

Fund Overview

The Parks Maintenance Reserve Fund was established to provide a dedicated funding source for parks equipment replacement and repair. \$10,000 is transferred annually from the General Fund into this fund per City Council direction.

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	-	10,014	10,014	20,102	30,102	100.7%	49.7%
Investment Interest	-	14	88	94	-	-		
Transfer from General Fund	-	10,000	10,000	10,000	10,000	10,000	0.0%	0.0%
Total Revenues	-	10,014	20,102	20,108	30,102	40,102	49.7%	33.2%
Total Expenditures	-	-	-	-	-	-	0.0%	0.0%
Ending Fund Balance	-	10,014	20,102	20,108	30,102	40,102	49.7%	33.2%
FUND TOTAL	-	10,014	20,102	20,108	30,102	40,102	49.7%	33.2%



Development Projects Fund

Fund Overview

The Development Projects Fund was established by Council action in 1996 to adequately track development fees and deposits in an effort to separate them from regular City expenditures in the General Fund. In keeping with the policy that development “pay its own way”, the fund also gives the City an opportunity to bill developers for staff time associated with development projects. Those charges are transferred to the General Fund as revenue on a monthly basis.

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	290,219	447,432	469,627	469,627	545,027	895,027	16.1%	64.2%
Developer Deposits	1,701,213	1,462,318	1,300,000	947,601	1,300,000	1,300,000	37.2%	0.0%
Bond Reclassifications	-	-	53,865	53,865	-	-	-100.0%	0.0%
Total Revenues	1,991,432	1,909,750	1,823,492	1,471,093	1,845,027	2,195,027	25.4%	19.0%
Expenditures:								
Services & Charges	1,043,031	1,002,460	890,000	500,064	600,000	600,000	20.0%	0.0%
Interfund Transfers	500,969	437,663	334,600	388,213	350,000	350,000	-9.8%	0.0%
Refund of Bonds & Deposits	-	-	53,865	5,000	-	-	-100.0%	0.0%
Total Expenditures	1,544,000	1,440,123	1,278,465	893,277	950,000	950,000	6.3%	0.0%
Ending Fund Balance	447,432	469,627	545,027	577,816	895,027	1,245,027	54.9%	39.1%
FUND TOTAL	1,991,432	1,909,750	1,823,492	1,471,093	1,845,027	2,195,027	25.4%	19.0%



Transportation Benefit District Fund

Fund Overview

The North Bend Transportation Improvement District (TBD) No. 1 was established in 2011 as an independent taxing district to fund, construct, and provide transportation improvements within its boundaries which are coextensive with the boundaries of the City. The City Council approved dissolving the TBD in 2018 and absorbing the operations into the City's budget. The Transportation Benefit District Fund accounts for these transportation improvement activities. The TBD is funded primarily from a voter-approved two-tenths of one percent sales and use tax.

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	1,149,462	1,274,883	1,457,615	1,457,615	1,710,572	1,988,602	17.4%	16.3%
Sales & Use Tax: 0.2% for TBD	594,005	674,840	594,000	623,222	605,880	-	-2.8%	-100.0%
Interest Earnings	22,107	30,876	12,285	12,569	-	-	-100.0%	0.0%
Total Revenues	1,765,575	1,980,599	2,063,900	2,093,406	2,316,452	1,988,602	10.7%	-14.2%
Expenditures:								
Services & Charges	4,657	-	-	-	-	-	0.0%	0.0%
NB Way/Park Roundabout	22,545	371,968	184,406	167,854	-	-	-100.0%	0.0%
Downtown Plaza	19,555	-	-	-	-	-	100.0%	0.0%
NE 12th Street Improvements	291,474	-	-	-	-	-	0.0%	0.0%
Pickett Avenue Extension	-	3,791	8,817	8,817	-	-	-100.0%	0.0%
Bendigo @ Park Right Turn Lane	6,986	-	-	-	-	-	0.0%	0.0%
Citywide Sidewalk Repairs	-	-	-	-	178,000	150,000	0.0%	0.0%
South Fork Ave Extension	-	-	-	-	-	100,000	0.0%	0.0%
Streets CIP Fund Transfer	-	-	11,055	11,055	-	-	-100.0%	0.0%
Debt Service Transfer	145,475	147,225	149,050	148,850	149,850	-	0.7%	-100.0%
Total Expenditures	490,692	522,984	353,328	336,576	327,850	250,000	-2.6%	-23.7%
Ending Fund Balance	1,274,883	1,457,615	1,710,572	1,756,830	1,988,602	1,738,602	0.0%	0.0%
FUND TOTAL	1,765,575	1,980,599	2,063,900	2,093,406	2,316,452	1,988,602	10.7%	-14.2%



Debt Service Funds

Overview

The Debt Service funds are used to account for principal and interest payments. The City secures debt financing as a means of paying for certain capital improvements. Bonds are sold and the proceeds are used to pay for the construction of capital improvements. The bonds are repaid over a period of time from taxes, fees, or other revenue sources dedicated for that purpose. By extending the repayment of debt over the anticipated useful life of the improvement, the cost is more equitably spread among the citizens who benefit from the improvement.

There are three types of debt generally issued by the City for general government purposes:

- Unlimited Tax General Obligation Bonds (UTGO) Bonds represent debt that was approved by voters for a specific purpose. In this case, citizens have agreed to levy additional property taxes to repay the debt.
- Limited Tax General Obligation Bonds (LTGO) Bonds (also called Councilmanic Bonds) can be issued with approval of the City Council. The debt is repaid from existing general revenues of the City. If the amount of debt required is small enough, the City may secure a bank loan rather than issuing LTGO bonds.
- Local Improvement District (LID) Bonds represent debt that is repaid by the property owners who benefited from the capital improvement through annual assessments paid to the City. LIDs are formed by the City Council after a majority of property owners within the LID agree to the assessment.

When the City issues bonds, a thorough review of the City's financial condition is completed by a bond rating agency. Based on their findings, the bonds are given a rating. The City's bond rating is a reflection of creditworthiness and affects the cost to the City of issuing debt. The higher the bond rating, the lower the interest rates. The City holds an AA bond rating for its GO debt and an AA- bond rating for its revenue debt. These bond ratings were awarded to the City by Standard and Poor's (S&P).

The 2021-2022 Adopted Biennial Budget includes four debt service funds to track principal and interest payments on general government debt. Each year, a sufficient amount of money is budgeted in the debt service funds to pay the annual principal and interest due on the City's general government outstanding debt. The City's total outstanding General Obligation Debt as of January 1, 2021 is \$6,225,000.

Debt Capacity

Washington State law limits the total amount of debt (LTGO and UTGO) that a city can have outstanding to 2.5 percent of total assessed property valuation plus the net of current assets and liabilities. The City also has the authority to use up to 2.5 percent of total assessed property valuation for both parks and utility purposes. This comprises the City's "Debt Capacity" at any one time. The City Council has authority to issue bonds without voter approval (LTGO or Councilmanic debt) for a combined total of up to 1.5 percent of the City's assessed valuation. As the table below shows, the City's outstanding debt is well below both of these limits.

	General Capacity		Special Capacity		
City's Assessed Valuation for 2021: \$1,863,223,481	<i>Councilmanic</i> <i>(Non-Voted)</i>	<i>Excess Levy</i> <i>(Voted In)</i>	<i>Parks & Open</i> <i>Space (Voted In)</i>	<i>Utility Purposes</i> <i>(Voted In)</i>	<i>Total Capacity</i>
2.5% of Assessed Value	\$ -	\$ 46,580,587	\$ 46,580,587	\$ 46,580,587	\$ 139,741,761
1.5% of Assessed Value	27,948,352	(27,948,352)	-	-	-
Statutory Debt Limit	\$ 27,948,352	\$ 18,632,235	\$ 46,580,587	\$ 46,580,587	\$ 139,741,761
Less Outstanding GO Debt	(4,835,000)	(1,390,000)	-	-	(6,225,000)
Debt Service Funds Available	-	189,710	-	-	189,710
Debt Capacity as of 1/01/2021	\$ 23,113,352	\$ 17,431,945	\$ 46,580,587	\$ 46,580,587	\$ 133,706,471



General Obligation (GO) Debt

General Obligation Bond Summary

The general obligation debt payable as of December 31, 2020 are listed below. The debt issuance voted in by the residents of North Bend is being paid through an excess property tax levy.

Issuance Name	Date of Issue	Issued Amount	Date of Final Maturity	Outstanding Balance 12/31/2020
Voted-In Debt (UTGO Bonds):				
2011 Fire Station Bonds	5/17/2011	\$ 2,250,000	12/1/2030	\$ 1,390,000
Total Voter-Approved Debt				\$ 1,390,000
Non-Voted Debt (LTGO Bonds):				
2012 Transportation Benefit District Bond	6/27/2012	1,305,000	12/1/2021	145,000
2015 LTGO Refunding Bonds (Refunding of 2010 LTGO Bonds)	7/30/2015	1,900,000	12/1/2026	1,100,000
2018 City Hall Bond	9/6/2018	3,740,000	12/1/2043	3,590,000
Total Non-Voted Debt				\$ 4,835,000
Total General Obligation Debt				\$ 6,225,000

Voter Approved (UTGO) Bonds

Fire Station:

This bond was issued in 2011 to finance a new fire station. The interest rate on the bonds is 4.18%; payoff is scheduled in 2030.

2011 UTGO FIRE STATION			2021	2022	2023	2024	2025
Bond Issue	2,250,000	Beginning Balance	1,390,000	1,125,000	1,005,000	880,000	750,000
	AVG 4.18%	Interest	63,875	59,160	54,240	49,115	43,785
Fund 216		Principal	115,000	120,000	125,000	130,000	135,000
Payoff Year: 2030		Total Payment per Year	178,875	179,160	179,240	179,115	178,785
NORUTGO11		Remaining Balance	1,125,000	1,005,000	880,000	750,000	615,000

Non-Voted (LTGO) Bonds

2012 LTGO, TBD: Boalch & Pickett

This bond was issued in 2012 for the purpose of providing financing for a portion of the costs of certain transportation projects included in the City's transportation improvement plan. Proceeds received from the Transportation Benefit District (TBD) sales tax approved by voters are being used to make debt payments. The interest rate on the bonds is 2.27%; payoff is scheduled in 2021.

2012 LTGO, TBD: Boalch & Pickett			2021	2022	2023	2024	2025
Bond Issue	1,305,000	Beginning Balance	145,000	-	-	-	-
	All-In Interest AVG 2.27%	Interest	4,350	-	-	-	-
Fund 217		Principal	145,000	-	-	-	-
Payoff Year: 2021		Total Payment per Year	149,350	-	-	-	-
BONY: NORLTGO12		Remaining Balance	-	-	-	-	-



General Obligation (GO) Debt

2015 LTGO Refunding Bond

This refunding bond paid off the 2010 LTGO Bond which had refinanced the Tollgate Bond and Bank of America line of credit used for the purchase of property for the Downing Street Extension and Park & Ride projects. The total bond is for \$1,900,000 and will be paid off in 2026.

2015 LTGO Refunding			2021	2022	2023	2024	2025
Bond Issue	1,900,000	Beginning Balance	1,100,000	935,000	765,000	585,000	395,000
		LTGO Tollgate Callable Interest	19,502	17,076	14,994	11,466	7,742
		LTGO Tollgate Callable Principal	80,850	83,300	88,200	93,100	95,550
Fund 218		LTGO Credit Line Interest	20,298	17,774	15,606	11,934	8,058
Payoff Year: 2026		LTGO Credit Line Principal	84,150	86,700	91,800	96,900	99,450
NORLTGO15			Total Payment per Year	204,800	204,850	210,600	213,400
Refinanced \$1.975M of callable 2010 LTGO Bonds			Remaining Balance	935,000	765,000	585,000	395,000
							200,000

2018 City Hall LTGO Bond

This bond was issued in 2018 to help finance a new City Hall. The total bond is for \$3,740,000 and will be paid off in 2043.

2018 LTGO - City Hall			2021	2022	2023	2024	2025
Bond Issue	3,740,000	Beginning Balance	3,590,000	3,490,000	3,390,000	3,285,000	3,175,000
		Draw/Proceeds	-	-	-	-	-
Fund 220		Interest	149,000	145,000	141,000	136,800	132,400
Payoff Year: 2043		Principal	100,000	100,000	105,000	110,000	115,000
			Total Payment per Year	249,000	245,000	246,800	247,400
US BANK			Remaining Balance	3,490,000	3,390,000	3,285,000	3,175,000
							3,060,000

Local Improvement District – Special Assessments

Special assessment bonds are issued to finance construction of local improvement district (LID) and utility improvement district (ULID) projects and are repaid through assessments collected from property owners benefiting from the related improvements. The City is required under state law to establish a guaranty fund to provide a means of paying LID bond debt service obligations in the event there are insufficient resources in the LID control fund.

The City has one current utility improvement district (ULID #6) that was formed in 2012 for the construction of sewer improvements. The original revenue bonds were issued for \$16,985,000 in 2012. A portion of the original bonds was refinanced with proceeds from the 2015 Water/Sewer Refunding bond issuance. The remaining balance of the original bonds was paid off in 2019.

2015 Water & Sewer Refunding - ULID Portion			2021	2022	2023	2024	2025
Bond Issue	8,395,000	Beginning Balance	6,720,000	5,865,000	5,015,000	4,175,000	3,345,000
Fund 451		Interest (2012 ULID)	268,800	234,600	200,600	167,000	133,800
Payoff Year: 2032		Principal (2012 ULID)	855,000	850,000	840,000	830,000	820,000
NORWAT15			Total Payment per Year	1,246,400	1,208,000	1,159,600	953,800
Refinanced \$8.725M of 2012 ULID Bonds			Remaining Balance	5,865,000	5,015,000	4,175,000	3,345,000
							2,525,000



Revenue Debt

Revenue Debt is a bond issue or loan whose principal and interest are payable exclusively from the revenue of a utility fund (i.e. Water, Sewer, Solid Waste, Storm Drain). There is no limit on the amount of revenue debt a city may issue; however, the utilities must demonstrate a capacity to fund 1.25 of the average annual debt service payments required. Total outstanding Revenue Debt as of January 1, 2021 is \$18,252,912.85.

Public Works Trust Fund (PWTF) Loans

The City of North Bend holds three utility-related loans with the Public Works Trust Fund Board for the State of Washington. The loans are "low-interest" and have rates of 0.5%, 1.0% and 0.84% respectively as compared to revenue bonds, which carry higher interest rates.

The City of North Bend's established PWTF loans are for the following projects:

4 NB Water Source Development:

This loan was issued in 2006 to finance a portion of completion of the capital improvements needed to secure the City's water rights. The interest rate on this loan is 5%; payoff is scheduled in 2026.

4 NB Water Source Development			2021	2022	2023	2024	2025
PWTF Loans	3,228,354	Beginning Balance	777,142	647,619	518,095	388,571	259,047
4 NB Water Source Development	0.5%	Interest	3,886	3,238	2,590	1,943	1,295
Fund 401 & 401-500		Principal	129,524	129,524	129,524	129,524	129,524
Payoff Year: 2026		Total Payment per Year	133,409	132,762	132,114	131,467	130,819
PW-06-962-029		Remaining Balance	647,619	518,095	388,571	259,047	129,524

415th Ave SE Water Main Replacement

This loan was issued in 2013 to finance the replacement of a section of the water main on 415th Avenue SE. The interest rate on this loan is 1%; payoff is scheduled in 2034.

415th Ave SE Water Main Replacement			2021	2022	2023	2024	2025
PWTF Loans	1,131,557	Beginning Balance	759,733	696,422	633,111	569,780	506,489
	1.00%	Interest	3,799	3,482	3,166	2,849	2,532
Fund 401		Principal	63,311	63,311	63,311	63,311	63,311
Payoff Year: 2032		Total Payment per Year	67,110	66,793	66,477	66,160	65,844
PC13-961-014		Remaining Balance	696,422	633,111	569,780	506,489	443,178

WWTP High Priority Improvements – Phase 2 Pre-Construction

This loan was awarded in 2019 to finance the design of Wastewater Treatment Plant High Priority Improvements – Phase 2. The City intends to draw down the loan proceeds in 2021 so therefore the payment amounts in the schedule below are estimated. The interest rate on this loan is 0.84%; payoff is scheduled in 2024.

WWTP Phase 2 Pre-Construction			2021	2022	2023	2024	2025
PWTF Loans	999,774	Beginning Balance	-	749,831	499,887	249,944	-
Fund 402	0.84%	Draws	999,774	-	-	-	-
		Interest	8,398	5,599	2,799	1,400	-
Payoff Year: 2024		Principal	249,944	249,944	249,944	249,944	-
PR18-96103-071		Total Payment per Year	258,342	255,542	252,743	251,343	-
Estimated payment schedule		Remaining Balance	749,831	499,887	249,944	-	-



Revenue Debt

Washington State Revolving Fund Loans (SRF):

The following loans are funded from the Washington State Water Pollution Control Revolving Fund (SRF).

Inflow and Infiltration (I&I Project) - Phase II:

This loan was issued in 2004 to finance the replacement of additional sewer pipes that failed to perform. The I&I Project - Phase II, replaced pipes within the older downtown core that were not completely sealed. The interest rate on this loan is 1.5%; payoff is scheduled in 2023.

I&I Project - Phase 2			2021	2022	2023	2024	2025
Loan: State Revolving Fund (SRF)	938,850	Beginning Balance	116,709	78,386	39,486	-	-
	1.50%	Interest	1,607	1,030	445	-	-
Fund 402		Principal	38,323	38,900	39,486	-	-
Payoff Year: 2023		Total Payment per Year	39,931	39,931	39,931	-	-
L0200023		Remaining Balance	78,386	39,486	-	-	-

Wastewater Treatment Facility - Phase II (A, B & C):

This loan was executed in 2000 to finance additional improvements at the Wastewater Treatment Facility. The interest rate on this loan is 1.5%; payoff is scheduled in 2024.

WWTP Phase 2 (A, B & C)			2021	2022	2023	2024	2025
Loan: State Revolving Fund (SRF)	2,531,462	Beginning Balance	577,625	436,439	293,128	147,659	-
CCWF-DOE - Fund 402	1.50%	Interest	8,137	6,011	3,853	1,663	-
Water Pollution Control (SRF)		Principal	141,186	143,311	145,469	147,659	-
Payoff Year: 2024		Total Payment per Year	149,322	149,322	149,322	149,322	-
L0000010		Remaining Balance	436,439	293,128	147,659	-	-

Drinking Water CT Piping Project:

This loan was executed in 2007 to finance improvements to the drinking water by increasing the chlorine contact time at the treatment facility. The interest rate on this loan is 1.5%; payoff is scheduled in 2026.

Drinking Water CT Piping Project			2021	2022	2023	2024	2025
Loan: State Revolving Fund (SRF)	226,220	Beginning Balance	71,704	59,753	47,803	35,852	23,901
	1.50%	Interest	1,076	896	717	538	359
Fund 401		Principal	11,951	11,951	11,951	11,951	11,951
Payoff Year: 2026		Total Payment per Year	13,026	12,847	12,668	12,488	12,309
Loan #05-96300-018		Remaining Balance	59,753	47,803	35,852	23,901	11,951



Revenue Debt

Bond Issues:

2015 Water & Sewer Refunding

This refunding bond combined two previous bonds, the 2006 Priority Bonds for stormwater projects and the 2012 ULID Bonds, to achieve lower interest rates. The total bond was for \$9,245,000 and will be paid off in 2032.

2015 Water & Sewer Refunding			2021	2022	2023	2024	2025
Bond Issue	9,245,000	Beginning Balance	7,160,000	6,200,000	5,240,000	4,290,000	3,345,000
Fund 404 & 451		Interest (2006 Storm)	17,600	13,400	9,000	4,600	-
		Principal (2006 Storm)	105,000	110,000	110,000	115,000	-
		Interest (2012 ULID)	268,800	234,600	200,600	167,000	133,800
Payoff Year: 2032		Principal (2012 ULID)	855,000	850,000	840,000	830,000	820,000
NORWAT15		Total Payment per Year	1,246,400	1,208,000	1,159,600	1,116,600	953,800
Refinanced \$910,000 of 2006 Priority Bonds & \$8.725M of 2012 ULID			Remaining Balance	6,200,000	5,240,000	4,290,000	3,345,000
							2,525,000

2019 WWTP High Priority Improvements – Phase 1

These revenue bonds were issued in 2019 to fund the construction of Wastewater Treatment Plant High Priority Improvements – Phase 1. The total bond issue was for \$8,915,000 and will be paid off in 2049.

2019 Revenue Bonds: WWTP Phase 1			2021	2022	2023	2024	2025
Bond Issue	8,915,000	Beginning Balance	8,790,000	8,615,000	8,435,000	8,250,000	8,055,000
Fund 402		Draw/Proceeds	-				
		Interest (Sewer Operations)	68,893	67,283	65,627	63,925	62,131
		Principal (Sewer Operations)	40,250	41,400	42,550	44,850	47,150
		Interest (Sewer Capital)	230,642	225,252	219,708	214,010	208,004
Payoff Year: 2049		Principal (Sewer Capital)	134,750	138,600	142,450	150,150	157,850
NORWAT19		Total Payment per Year	474,535	472,535	470,335	472,935	475,135
			Remaining Balance	8,615,000	8,435,000	8,250,000	8,055,000
							7,850,000



Debt Service Funds

Budget Summaries

2011 FIRE STATION BOND FUND 216

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	181,433	184,317	190,063	190,063	191,263	190,763	0.6%	-0.3%
Property Tax - Special Levy	174,992	178,911	178,275	176,516	178,875	179,160	1.3%	0.2%
Interest Earnings	3,667	4,610	1,700	1,705	-	-	-100.0%	0.0%
Transfer from Fire Impact Fees	-	-	-	-	360,000	-	100.0%	-100.0%
Total Revenues	360,092	367,838	370,038	368,285	730,138	369,923	98.3%	-49.3%
Expenditures:								
Debt Service - Principal	100,000	105,000	110,000	110,000	475,000	120,000	331.8%	-74.7%
Debt Service - Interest	75,475	72,475	68,275	68,275	63,875	59,160	-6.4%	-7.4%
Debt Service - Other Fees	300	300	500	300	500	500	66.7%	0.0%
Total Expenditures	175,775	177,775	178,775	178,575	539,375	179,660	202.0%	-66.7%
Ending Fund Balance	184,317	190,063	191,263	189,710	190,763	190,263	0.6%	-0.3%
FUND TOTAL	360,092	367,838	370,038	368,285	730,138	369,923	98.3%	-49.3%

2012 LTGO (TBD) FUND 217

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	-	-	-	-	-	0.0%	0.0%
Interest Earnings	-	-	-	-	-	-	0.0%	0.0%
Trans from TBD Fund (190)	145,475	147,225	149,050	148,850	149,850	-	0.7%	-100.0%
Total Revenues	145,475	147,225	149,050	148,850	149,850	-	0.7%	-100.0%
Expenditures:								
Debt Service - Principal	130,000	135,000	140,000	140,000	145,000	-	3.6%	-100.0%
Debt Service - Interest	15,175	11,925	8,550	8,550	4,350	-	-49.1%	-100.0%
Debt Service - Other Fees	300	300	500	300	500	-	66.7%	-100.0%
Total Expenditures	145,475	147,225	149,050	148,850	149,850	-	0.7%	-100.0%
Ending Fund Balance	-	-	-	-	-	-	0.0%	0.0%
FUND TOTAL	145,475	147,225	149,050	148,850	149,850	-	0.7%	-100.0%



Debt Service Funds

2015 LTGO FUND 218

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	-	-	-	-	-	0.0%	0.0%
Transfer from CIP (320) Fund	104,454	99,769	103,338	103,263	100,852	100,877	-2.3%	0.0%
Trans from Capital Streets (102)	92,863	89,892	93,067	92,860	90,870	90,892	-2.1%	0.0%
Total Revenues	197,318	189,661	196,405	196,124	191,722	191,769	-2.2%	0.0%
Expenditures:								
Debt Service - Principal	149,392	144,724	154,061	154,061	154,061	158,729	0.0%	3.0%
Debt Service - Interest	47,665	44,678	41,784	41,783	37,161	32,540	-11.1%	-12.4%
Debt Service - Other Fees	260	260	560	280	500	500	78.5%	0.0%
Total Expenditures	197,318	189,661	196,405	196,124	191,722	191,769	-2.2%	0.0%
Ending Fund Balance	-	-	-	-	-	-	0.0%	0.0%
FUND TOTAL	197,318	189,661	196,405	196,124	191,722	191,769	-2.2%	0.0%

2018 LTGO FUND 220

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	-	-	-	-	-	0.0%	0.0%
Bond Proceeds	4,069,200	-	-	-	-	-	0.0%	0.0%
Trans from Cap Imp Fund (320)	-	247,142	248,300	248,100	249,500	245,500	0.6%	-1.6%
Total Revenues	4,069,200	247,142	248,300	248,100	249,500	245,500	0.6%	-1.6%
Expenditures:								
Debt Service - Principal	-	55,000	95,000	95,000	100,000	100,000	5.3%	0.0%
Debt Service - Interest	-	191,597	152,800	152,800	149,000	145,000	-2.5%	-2.7%
Debt Service - Other Fees	67,720	545	500	300	500	500	66.7%	0.0%
Transfer to City Hall (310)	4,001,480	-	-	-	-	-	0.0%	0.0%
Total Expenditures	4,069,200	247,142	248,300	248,100	249,500	245,500	0.6%	-1.6%
Ending Fund Balance	-	-	-	-	-	-	0.0%	0.0%
FUND TOTAL	4,069,200	247,142	248,300	248,100	249,500	245,500	0.6%	-1.6%



2021-2022 Capital Projects Summary

Project Name	Total Budget	2021 Expenditures	2022 Expenditures	Funding Source	Description
Fund 103 (Streets Overlay)					
Street Overlay Preservation-Chip/Crack Seal Program	\$ 600,000	\$ 300,000	\$ 300,000	Overlay	Work includes, but is not limited to: crack sealing, minor reconstruction, edge grinding, transition grinding, overlay, and striping as necessary.
Streets Overlay Projects Total	\$ 600,000	\$ 300,000	\$ 300,000		

Fund 116 (Park Improvement Projects)					
South Fork Tree Planting				KC CWM & Million Tree Grants	This restoration work improves riparian, floodplain, and wetland habitat adjacent to the South Fork Snoqualmie River. Project completion in 2021.
Park Improvement Projects Total	\$ -	\$ -	\$ -		

Fund 310 (General Projects)					
Bendigo & Mt Si Blvd Roundabout	\$ 200,000	\$ 100,000	\$ 100,000	PSRC Grant/TIP	Replace signalized intersection with roundabout and ADA compliant ramps and walkways; improved crosswalks, installation of landscaped center island and medians and improve the walkability and bicycle access for increased access to local businesses and outlet mall.
Citywide Sidewalk Repairs	328,000	178,000	150,000	TBD	Work includes, but is not limited to: tree removal, stump grinding, existing sidewalk and driveway removal, providing and placement of CSTC for sidewalk and driveway base, placement of new sidewalk and driveway, and traffic control as necessary.
Downtown to Tollgate Trail	335,000	335,000	-	ILA with Si View MPD	Installation of paved trail from Tollgate at the NW corner of North Bend Way and NW 8th Street intersection heading east along the north side of North Bend Way for approximately 1,800 feet over the South Fork of the Snoqualmie River. Work will also include a bioswale, pedestrian level lighting, and restriping of North Bend Way.
Middle Fork Roundabout	15,000	15,000	-	TBD	Replace two way stopped controlled intersection with roundabout and ADA compliant ramps and walkways; improved crosswalks, and installation of landscaped center island to improve the LOS of the intersection as multi-family development occurs adjacent to the intersection.
North Bend Way Curb, Gutters, & Landscaping (Ballarat - Park) South Side	600,000	100,000	500,000	Impact Fees/Storm	Project includes installation of new curb and gutter, stormwater infrastructure, sidewalk, street trees, and street lighting along the south side of North Bend Way from Ballarat Ave to Park Street.
NBW Sidewalk: Ballarat to Downing (North Side)	444,027	444,027	-	CDBG Grant/Trans Impact Fees	This project will improve pedestrian safety along North Bend Way on the north side of the street. The improved curb placement will be planned in accordance with the future street improvements. The sidewalks will be widened in accordance with the City's design standards for this section of arterial.
NE 6th St Water main Replacement/Road Repair	200,200	200,200	-	Water/Storm/Street Overlay/County ILA	This project consists of a water main replacement, roadway reconstruction, minor stormwater improvements, and culvert replacement along water main alignment.
South Fork Levee Setback	-	-	-	KC-CWM Grant	Project involves removing existing left bank levee from Bendigo Blvd to North Bend Way and installing new levee setback from the existing levee to provide additional flood storage. This project coupled with upstream capacity improvements to Ribary Creek will provide multiple benefits that include achieving the goals set forth in the 2013 King County Flood Hazard Management Plan (FHMP) Update.
South Fork Avenue Extension	275,000	175,000	100,000	WA DOC Grant/TBD	This project extends South Fork Avenue from the intersection with Bendigo Blvd South north through an existing 50-foot right-of-way where it will intersect with North Bend Way approximately 800-feet SE of the intersection of North Bend Way and NW 8th Street. Road will consist of two 12-foot travel lanes, 5-foot paved shoulders, and street lighting.
Municipal Projects Total	\$ 2,397,227	\$ 1,547,227	\$ 850,000		

Utility Capital Projects

Fund 401 - Water					
Cascade Mitigation Pipeline	\$ 175,000	\$ 175,000	\$ -	Water Operating Capital	Construct pipeline to deliver water from former Cascade Golf Course well and pond to use for mitigation water to offset impacts from Centennial Well. The project will include several actuated valves, two flow meters, and miscellaneous electrical and site restoration.
Water Total	\$ 175,000	\$ 175,000	\$ -		

Fund 402 - Sewer					
WWTP High Priority I Improvements	\$ -	\$ -	\$ -	Sewer Operating Capital/ Bond Proceeds	Construct new secondary clarifier, refurbish existing secondary clarifier, construct new ultraviolet disinfection building, convert old secondary clarifiers to effluent temperature equalization basins, construct new 3W water system, install 1 new ultraviolet disinfection reactor, rebuild two existing ultraviolet disinfection reactors, construct stormwater treatment improvements, modify existing effluent outfall structure, provide programming for all new items, misc piping, electrical, site work. The project is scheduled to be completed in spring 2021.
WWTP High Priority II Improvements	24,000,000	14,640,000	9,360,000	Sewer Operating Capital/ Bond Proceeds	Construct new headworks, two new oxidation ditches, new electrical building, convert existing oxidation ditch to two aerobic digesters, replace existing dewatering centrifuge with new dewatering screw press, demolish existing headworks, replace backup generator, and miscellaneous piping, electrical, SCADA, and site improvements.
Sewer Total	\$ 24,000,000	\$ 14,640,000	\$ 9,360,000		

Utilities Capital Projects Total \$ 24,175,000 \$ 14,815,000 \$ 9,360,000



2021-2022 Capital Projects Fund

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	2,126,048	291,049	291,049	349,190	197,660	20.0%	-43.4%
Intergovernmental/Grants	880,927	751,180	1,237,974	1,137,026	603,355	100,000	-46.9%	-83.4%
Interest Earnings	22,320	33,919	4,632	4,739	-	-	-100.0%	0.0%
Retainage Deposits	-	208,719	17,408	19,046	-	-	-100.0%	0.0%
Interfund Transfers	5,618,137	4,170,885	1,463,353	826,368	525,200	750,000	-36.4%	42.8%
Total Revenues	6,521,384	7,290,751	3,014,416	2,278,229	1,477,745	1,047,660	-35.1%	-29.1%
Expenditures:								
Tanner Trail Phase II	-	32,923	236,097	208,777	-	-	-100.0%	0.0%
NB Way/Park Roundabout	72,646	2,296,888	601,000	545,282	-	-	-100.0%	0.0%
Downtown Plaza	102,247	88,006	-	-	-	-	0.0%	0.0%
Bendigo @ Park Right Turn Lane	22,045	-	130	130	-	-	-100.0%	0.0%
NE 12th Street Reconstruction	506,732	460	-	-	-	-	0.0%	0.0%
468th Ave/Middle Fork Corridor	1,234	-	-	-	-	-	0.0%	0.0%
NB Way Sidewalks-Ballararat-Downing	62,703	-	-	-	-	-	0.0%	0.0%
Citywide Sidewalk Repairs	-	-	-	-	178,000	150,000	100.0%	-15.7%
468th/Middle Fork Roundabout	51,400	13,536	2,500	-	15,000	-	100.0%	-100.0%
436th Ave/136th St Roundabout	3,281	39,408	56,662	49,807	-	-	-100.0%	0.0%
South Fork Levee Setback	11,935	1,000	102,965	17,945	-	-	-100.0%	0.0%
Tanner Rd Realignment ROW	39,414	-	-	-	-	-	0.0%	0.0%
Bendigo @ 4th Intersection	10,264	165	11,404	11,403	-	-	-100.0%	0.0%
Main Ave Angle Parking	22,198	44,668	381	381	-	-	-100.0%	0.0%
Pickett Ave Extension	-	7,581	17,634	17,633	-	-	-100.0%	0.0%
Bendigo/Mt Si Blvd Roundabout	-	-	48,588	15,267	100,000	100,000	555.0%	0.0%
South Fork Ave Extension	-	-	50,000	89,722	175,000	100,000	95.0%	-42.9%
NB Way Sidewalks-Ballararat-McClellan	-	-	-	-	100,000	500,000	100.0%	400.0%
NE 6th St Watermain Replacement	-	-	55,000	61,861	200,200	-	223.6%	-100.0%
Torguson Park Bathrooms	1,200	-	-	-	-	-	0.0%	0.0%
Meadowbrook- Sno Valley Trail	161	-	-	-	-	-	0.0%	0.0%
EJ Roberts Playground Equip	-	47,698	-	-	-	-	0.0%	0.0%
Wm Taylor Park - Ped Connection	4,430	11,320	95,480	65,422	-	-	-100.0%	0.0%
Tennant Trailhead Park	2,996	224	189,776	150,000	-	-	-100.0%	0.0%
Downtown to Tollgate Trail	-	16,733	24,912	19,433	335,000	-	1623.9%	-100.0%
Veteran's Memorial Park	-	-	5,000	4,134	-	-	-100.0%	0.0%
City Hall	3,480,028	4,213,553	939,939	263,632	156,885	-	-40.5%	-100.0%
Refund WSDOT Grant Proceeds	-	-	9,046	9,046	-	-	-100.0%	0.0%
Transfer to General Fund	422	-	175,193	175,192	20,000	-	-88.6%	-100.0%
Transfer to Street Fund (101)	-	-	43,519	43,519	-	-	-100.0%	0.0%
Transfer to Impact Fees Fund (106)	-	185,539	-	-	-	-	0.0%	0.0%
Total Expenditures	4,395,336	6,999,702	2,665,226	1,748,585	1,280,085	850,000	-26.8%	-33.6%
Ending Fund Balance	2,126,048	291,049	349,190	529,643	197,660	197,660	-43.4%	0.0%
FUND TOTAL	6,521,384	7,290,751	3,014,416	2,278,229	1,477,745	1,047,660	-51.0%	-29.1%



Transportation Capital Projects

Project Name: 436th Ave @ 136th St Roundabout
Project Number: 310-100-016/T-039

Project Description:
 Design and construction of roundabout at the intersection of 436th AVE SE and SE 136th Street as triggered by the River Run Development.



Budget Notes:
 Transportation Impact Fees

Project Financial Summary

		2020		Forecast					
Project Costs	Prior Years	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total
City Staff									
Design & Engineering	\$ 8,616	\$ 6,693	\$ 2,006	\$ 4,687	\$ -	\$ -	\$ -	\$ -	\$ 15,310
Construction Mgmt.									
R-O-W Acquisition	47,608	49,969	47,801	2,168	-	-	-	-	97,577
Construction									
Contingency									
Total Project Costs	\$ 56,224	\$ 56,662	\$ 49,807	\$ 6,855	\$ -	\$ -	\$ -	\$ -	\$ 112,887
Project Funding									
Non City Funds									
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State									
County									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Funds									
Impact Fees Fund	\$ 56,224	\$ 56,662	\$ 49,807	\$ 6,855	\$ -	\$ -	\$ -	\$ -	\$ 112,887
TBD Funds									
REET Fund									
Street Overlay Fund									
Parks Fund									
Water Fund									
Stormwater Fund									
Subtotal	\$ 56,224	\$ 56,662	\$ 49,807	\$ 6,855	\$ -	\$ -	\$ -	\$ -	\$ 112,887
Other Contributors									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 56,224	\$ 56,662	\$ 49,807	\$ 6,855	\$ -	\$ -	\$ -	\$ -	\$ 112,887



Transportation Capital Projects

Project Name: Annual Citywide Sidewalk Repairs
Project Number: 310-100-014

Project Description:

Work shall include, but is not limited to: tree removal, stump grinding, existing sidewalk and driveway removal, providing and placement of CSTC for sidewalk and driveway base, placement of new sidewalk and driveway, and traffic control as necessary.



Budget Notes:

Transportation Benefit District Funds

Project Financial Summary

	2020		Forecast						
	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025	
Project Costs									
City Staff									
Design & Engineering									
Construction Mgmt.									
R-O-W Acquisition									
Construction	\$ -	\$ -	\$ 178,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 778,000	
Contingency									
Total Project Costs	\$ -	\$ -	\$ 178,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 778,000	
Project Funding									
Non City Funds									
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State									
County									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
City Funds									
Impact Fees Fund									
TBD Funds	\$ -	\$ -	\$ 178,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 778,000	
REET Fund									
Street Overlay Fund									
Parks Fund									
Water Fund									
Stormwater Fund									
Subtotal	\$ -	\$ -	\$ 178,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 778,000	
Other Contributors									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Project Revenue	\$ -	\$ -	\$ 178,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 778,000	



Transportation Capital Projects

Project Name: Annual Citywide Street Overlay Preservation
Project Number: 103-000-000

Project Description:

Work shall include, but is not limited to: cracking sealing, minor reconstruction, edge grinding, transition grinding, overlay, and striping as necessary.



Budget Notes:

Combination of Streets Capital and General Fund (Square Footage Tax and Property Tax Increase)

Project Financial Summary

	2020		Forecast					
Project Costs	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff								
Design & Engineering	\$ 24,027	\$ 14,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,403
Construction Mgmt.								
R-O-W Acquisition								
Construction	125,169	125,169	300,000	300,000	300,000	300,000	300,000	1,625,169
Contingency								
Total Project Costs	\$ 149,196	\$ 139,572	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,639,572
Project Funding								
Non City Funds								
Federal								
State	\$ 120,093	\$ 120,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,093
County								
Subtotal	\$ 120,093	\$ 120,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,093
City Funds								
Impact Fees Fund								
TBD Funds								
REET Fund								
Street Fund	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Parks Fund								
Water Fund								
Stormwater Fund								
General Fund	179,907	19,479	275,000	275,000	275,000	275,000	275,000	1,394,479
Subtotal	\$ 179,907	\$ 19,479	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,519,479
Other Contributors								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 300,000	\$ 139,572	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,639,572



Transportation Capital Projects

Project Name: **Bendigo & Mt Si Blvd Roundabout**
Project Number: 310-100-023/T-045

Project Description:

Replace signalized intersection with roundabout and ADA compliant ramps and walkways; improved crosswalks, installation of landscaped center island and medians and improve the walkability and bicycle access for increased access to local businesses and outlet mall.



Budget Notes:

Combination of a Federal Grant and Transportation Impact Fees

Project Financial Summary

	2020		Forecast					
Project Costs	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff								
Design & Engineering	\$ 48,588	\$ 15,267	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 315,267
Construction Mgmt.				-				
R-O-W Acquisition								
Construction	-	-	-	-	-	1,000,000	6,000,000	7,000,000
Contingency								-
Total Project Costs	\$ 48,588	\$ 15,267	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000	\$ 6,000,000	\$ 7,315,267
Project Funding								
Non City Funds								
Federal	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 1,000,000	\$ 5,100,000	\$ 6,300,000
State								
County								
Subtotal	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 1,000,000	\$ 5,100,000	\$ 6,300,000
City Funds								
Impact Fees Fund	\$ 48,588	\$ 15,267	\$ 100,000	\$ -	\$ -	\$ -	\$ 900,000	\$ 1,015,267
TBD Funds								
REET Fund								
Street Overlay Fund								
Parks Fund								
Water Fund								
Stormwater Fund								
Subtotal	\$ 48,588	\$ 15,267	\$ 100,000	\$ -	\$ -	\$ -	\$ 900,000	\$ 1,015,267
Other Contributors								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 48,588	\$ 15,267	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000	\$ 6,000,000	\$ 7,315,267



Transportation Capital Projects

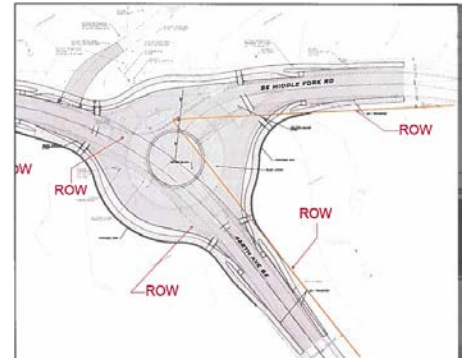
Project Name: Middle Fork Roundabout
Project Number: 310-100-015

Project Description:

Replace two way stopped controlled intersection with roundabout and ADA compliant ramps and walkways; improved crosswalks, and installation of landscaped center island to improve the LOS (Level of Service) of the intersection as multi-family development occurs adjacent to the intersection.

Budget Notes:

Combination of TBD and Transportation Impact Fees



Project Financial Summary

		2020		Forecast					
Project Costs	Prior Years	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total
City Staff									
Design & Engineering	\$ 102,902	\$ 2,500	\$ -	\$ 19,500	\$ -	\$ -	\$ -	\$ -	\$ 122,402
Construction Mgmt.									-
R-O-W Acquisition									-
Construction									-
Contingency									-
Total Project Costs	\$ 102,902	\$ 2,500	\$ -	\$ 19,500	\$ -	\$ -	\$ -	\$ -	\$ 122,402
Project Funding									
Non City Funds									
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State									
County									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Funds									
Impact Fees Fund	\$ 102,902	\$ 2,500	\$ -	\$ 19,500	\$ -	\$ -	\$ -	\$ -	\$ 122,402
TBD Funds									
REET Fund									
Street Overlay Fund									
Parks Fund									
Water Fund									
Stormwater Fund									
Subtotal	\$ 102,902	\$ 2,500	\$ -	\$ 19,500	\$ -	\$ -	\$ -	\$ -	\$ 122,402
Other Contributors									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 102,902	\$ 2,500	\$ -	\$ 19,500	\$ -	\$ -	\$ -	\$ -	\$ 122,402



Transportation Capital Projects

Project Name: North Bend Way Curb & Gutter/Landscape (Ballarat to Park) South Side
Project Number: 310-100-025/T-007

Project Description:

Project includes installation of new curb and gutter, stormwater infrastructure, sidewalk, street trees, and street lighting along the south side of North Bend Way from Ballarat Ave to Park Street.



Budget Notes:

Combination of Stormwater Capital and Transportation Impact Fees

Project Financial Summary

	2020		Forecast					
Project Costs	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff								
Design & Engineering	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction Mgmt.				-				
R-O-W Acquisition								
Construction	-	-	-	500,000	-	-	-	500,000
Contingency								
Total Project Costs	\$ -	\$ -	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 600,000
Project Funding								
Non City Funds								
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State								
County								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Funds								
Impact Fees Fund	\$ -	\$ -	\$ 75,000	\$ 375,000	\$ -	\$ -	\$ -	\$ 450,000
TBD Funds								
REET Fund								
Street Overlay Fund								
Parks Fund								
Water Fund								
Stormwater Fund	-	-	25,000	125,000	-	-	-	150,000
Subtotal	\$ -	\$ -	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 600,000
Other Contributors								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ -	\$ -	\$ 100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 600,000



Transportation Capital Projects

Project Name: South Fork Levee Setback
Project Number: 310-100-017/T-021B

Project Description:
 Project involves removing existing left bank levee from Bendigo Blvd to North Bend Way and installing new levee setback from the existing levee to provide additional flood storage. This project coupled with upstream capacity improvements to Ribary Creek will provide multiple benefits that include achieving the goals set forth in the 2013 King County Flood Hazard Management Plan (FHMP) Update.



Budget Notes:
 Combination of State & County Floodplain Grants and Transportation Impact Fees

Project Financial Summary

		2020		Forecast					
Project Costs	Prior Years	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total
City Staff									
Design & Engineering	\$ 106,763	\$ 102,965	\$ 17,945	\$ 85,020	\$ 1,566,000	\$ -	\$ -	\$ -	\$ 1,775,728
Construction Mgmt.									
R-O-W Acquisition	1,000	-	-	-	-	-	-	-	1,000
Construction	-	-	-	-	-	-	7,134,000	-	7,134,000
Contingency									-
Total Project Costs	\$ 107,763	\$ 102,965	\$ 17,945	\$ 85,020	\$ 1,566,000	\$ -	\$ 7,134,000	\$ -	\$ 8,910,728
Project Funding									
Non City Funds									
Federal									
State	\$ -	\$ -	\$ -	\$ -	\$ 783,000	\$ -	\$ 3,317,000	\$ -	\$ 4,100,000
County	103,963	15,490	15,490	-	783,000	-	3,317,000	-	4,219,453
Subtotal	\$ 103,963	\$ 15,490	\$ 15,490	\$ -	\$ 1,566,000	\$ -	\$ 6,634,000	\$ -	\$ 8,319,453
City Funds									
Impact Fees Fund	\$ 3,800	\$ 95,327	\$ 2,455	\$ 85,020	\$ -	\$ -	\$ 500,000	\$ -	\$ 591,275
TBD Funds									
REET Fund									
Street Overlay Fund									
Parks Fund									
Water Fund									
Stormwater Fund									
Subtotal	\$ 3,800	\$ 95,327	\$ 2,455	\$ 85,020	\$ -	\$ -	\$ 500,000	\$ -	\$ 591,275
Other Contributors									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 107,763	\$ 110,817	\$ 17,945	\$ 85,020	\$ 1,566,000	\$ -	\$ 7,134,000	\$ -	\$ 8,910,728

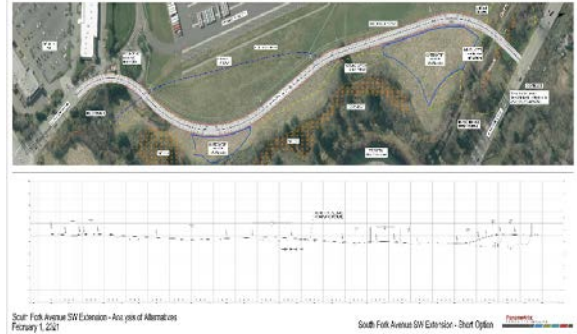


Transportation Capital Projects

Project Name: South Fork Avenue Extension
Project Number: 310-100-024/T021A

Project Description:

This project extends South Fork Avenue from the intersection with Bendigo Blvd South north through an existing 50-foot right-of-way where it will intersect with North Bend Way approximately 800-feet SE of the intersection of North Bend Way and NW 8th Street. Road will consist of two 12-foot travel lanes, 5-foot paved shoulders, and street lighting.



Budget Notes:

Combination of State and Federal Grants and Transportation Benefit District Fees

Project Financial Summary

	2020		Forecast					
Project Costs	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff								
Design & Engineering	\$ 50,000	\$ 89,722	\$ 175,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 364,722
Construction Mgmt.								
R-O-W Acquisition								
Construction	-	-	-	-	-	4,100,000	-	4,100,000
Other/Transfers	-	-	20,000	-	-	-	-	20,000
Total Project Costs	\$ 50,000	\$ 89,722	\$ 195,000	\$ 100,000	\$ -	\$ 4,100,000	\$ -	\$ 4,484,722
Project Funding								
Non City Funds								
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,546,500	\$ -	\$ 3,546,500
State	50,000	-	195,000	-	-	-	-	195,000
County								
Subtotal	\$ 50,000	\$ -	\$ 195,000	\$ -	\$ -	\$ 3,546,500	\$ -	\$ 3,741,500
City Funds								
Impact Fees Fund								
TBD Funds	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 553,500	\$ -	\$ 653,500
REET Fund								
Street Overlay Fund								
Parks Fund								
Water Fund								
Stormwater Fund								
Subtotal	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 553,500	\$ -	\$ 653,500
Other Contributors								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 50,000	\$ -	\$ 195,000	\$ 100,000	\$ -	\$ 4,100,000	\$ -	\$ 4,395,000



Parks Capital Projects

Project Name: Downtown to Tollgate Trail
Project Number: 310-200-010/P-011

Project Description:

Installation of paved trail from Tollgate at the NW corner of North Bend Way and NW 8th Street intersection heading east along the north side of North Bend Way for approximately 1,800 feet over the South Fork of the Snoqualmie River. Work shall also include a bioswale, pedestrian level lighting, and restriping of North Bend Way.



Budget Notes:

Interlocal Agreement with Si View MPD

Project Financial Summary

		2020		Forecast					
Project Costs	Prior Year	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff									
Design & Engineering	\$ 16,733	\$ 24,912	\$ 19,433	\$ 5,479	\$ -	\$ -	\$ -	\$ -	\$ 41,645
Construction Mgmt.									
R-O-W Acquisition									
Construction	-	-	-	335,000					335,000
Contingency									
Total Project Costs	\$ 16,733	\$ 24,912	\$ 19,433	\$ 340,479	\$ -	\$ -	\$ -	\$ -	\$ 376,645
Project Funding									
Non City Funds									
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State									
County									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Funds									
Impact Fees Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TBD Funds									
REET Fund									
Street Overlay Fund									
Parks Fund									
Water Fund									
Stormwater Fund									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Contributors									
Si View MPD	\$ -	\$ 41,645	\$ 41,645	\$ 335,000	\$ -	\$ -	\$ -	\$ -	\$ 376,645
Subtotal	\$ -	\$ 41,645	\$ 41,645	\$ 335,000	\$ -	\$ -	\$ -	\$ -	\$ 376,645
Total Project Revenue	\$ -	\$ 41,645	\$ 41,645	\$ 335,000	\$ -	\$ -	\$ -	\$ -	\$ 376,645



Parks Capital Projects

Project Name: South Fork Tree Planting
Project Number: 116-000-005

Project Description:

This restoration work improves riparian, floodplain, and wetland habitat adjacent to the South Fork Snoqualmie River. Project completion in 2021.

Budget Notes:

Combination of King County grants.



Project Financial Summary

	2020		Forecast					
	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
Project Costs								
City Staff								
Design & Engineering								
Construction Mgmt.								
R-O-W Acquisition								
Construction	\$ 54,875	\$ 32,646	\$ 37,229	\$ -	\$ -	\$ -	\$ -	\$ 69,875
Contingency								
Total Project Costs	\$ 54,875	\$ 32,646	\$ 37,229	\$ -	\$ -	\$ -	\$ -	\$ 69,875
Project Funding								
Non City Funds								
Federal								
State								
County	\$ 69,875	\$ 23,582	\$ 46,293	\$ -	\$ -	\$ -	\$ -	\$ 69,875
Subtotal	\$ 69,875	\$ 23,582	\$ 46,293	\$ -	\$ -	\$ -	\$ -	\$ 69,875
City Funds								
Impact Fees Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TBD Funds								
REET Fund								
Street Fund								
Parks Fund								
Water Fund								
Stormwater Fund								
General Fund								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 69,875	\$ 23,582	\$ 46,293	\$ -	\$ -	\$ -	\$ -	\$ 69,875



Water Capital Projects

Project Name: Cascade Mitigation Pipeline
Project Number: 401-500-009/

Project Description:

Construct pipeline to deliver water from former Cascade Golf Course well and pond to use for mitigation water to offset impacts from Centennial Well. The project will include several actuated valves, two flow meters, and miscellaneous electrical and site restoration.

Budget Notes:

Water Capital Fund



Project Financial Summary

	2020		Forecast					
Project Costs	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff								
Design & Engineering	\$ 70,000	\$ 20,778	\$ 72,222	\$ -	\$ -	\$ -	\$ -	\$ 93,000
Construction Mgmt.								
Easement	-	-	6,000	-	-	-	-	6,000
Construction	-	-	140,000	-	-	-	-	140,000
Contingency								
Total Project Costs	\$ 70,000	\$ 20,778	\$ 218,222	\$ -	\$ -	\$ -	\$ -	\$ 239,000
Project Funding								
Non City Funds								
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State								
County								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Funds								
Impact Fees Fund								
TBD Funds								
REET Fund								
Street Overlay Fund								
Parks Fund								
Water Fund	\$ 70,000	\$ 20,778	\$ 218,222					\$ 239,000
Stormwater Fund								
Subtotal	\$ 70,000	\$ 20,778	\$ 218,222	\$ -	\$ -	\$ -	\$ -	\$ 239,000
Other Contributors								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 70,000	\$ 20,778	\$ 218,222	\$ -	\$ -	\$ -	\$ -	\$ 239,000



Water Capital Projects

Project Name: **NE 6th St Watermain Replacement and Road Repair**
Project Number: 310-100-026



Project Description:

Replace 3,900 linear feet of 8-inch asbestos cement water main in NE 6th Street from Ballarat Ave. NE to Thrasher Ave. NE, Janet Ave. NE from NE 6th Street south to dead end, Orchard Ave. NE from NE 6th Street south to dead end, Merritt Ave. NE from NE 6th Street south to dead end, and Thrasher Ave NE from NE 6th Street south to NE 4th Street with 8" DI.

Budget Notes:

Combination of Water and Stormwater Capital, Streets Overlay, and County ILA.

Project Financial Summary

	2020		Forecast					
Project Costs	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff								
Design & Engineering	\$ 55,000	\$ 61,861	\$ 200,200	\$ -	\$ -	\$ -	\$ -	\$ 262,061
Construction Mgmt.								
R-O-W Acquisition								
Construction								
Contingency								
Total Project Costs	\$ 55,000	\$ 61,861	\$ 200,200	\$ -	\$ -	\$ -	\$ -	\$ 262,061
Project Funding								
Non City Funds								
Federal								
State								
County	\$ -	\$ -	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
Subtotal	\$ -	\$ -	\$ 68,000	\$ -	\$ -	\$ -	\$ -	\$ 68,000
City Funds								
Impact Fees Fund								
REET Fund								
Street Overlay Fund	\$ 7,150	\$ 8,042	\$ 16,200	\$ -	\$ -	\$ -	\$ -	\$ 24,242
Parks Fund								
Water Fund	38,500	43,303	94,000	-	-	-	-	137,303
Stormwater Fund	9,350	10,516	22,000	-	-	-	-	32,516
Subtotal	\$ 55,000	\$ 61,861	\$ 132,200	\$ -	\$ -	\$ -	\$ -	\$ 194,061
Other Contributors								
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 55,000	\$ 61,861	\$ 200,200	\$ -	\$ -	\$ -	\$ -	\$ 262,061



Sewer Capital Projects

Project Name: WWTP High Priority Improvements - Phase I
Project Number: 402-100-000/402-500-006/HPI-1
Project Location: WWTP

Project Description:

Construct new secondary clarifier, refurbish existing secondary clarifier, construct new ultraviolet disinfection building, convert old secondary clarifiers to effluent temperature equalization basins, construct new 3W water system, install 1 new ultraviolet disinfection reactor, rebuild two existing ultraviolet disinfection reactors, construct stormwater treatment improvements, modify existing effluent outfall structure, provide programming for all new items, misc piping, electrical, site work. The project is scheduled to be completed in spring 2021.



Budget Notes:

City Sewer Revenue bond proceeds

Project Financial Summary

		2020		Forecast					
Project Costs	Prior Year	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total
City Staff									
Design & Engineering	\$ 40,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,634
Construction Mgmt.									
R-O-W Acquisition									
Construction	3,428,558	6,215,053	5,570,763	644,290	-	-	-	-	9,643,611
Contingency									
Total Project Costs	\$ 3,469,192	\$ 6,215,053	\$ 5,570,763	\$ 644,290	\$ -	\$ -	\$ -	\$ -	\$ 9,684,245
Project Funding									
Non City Funds									
Federal									
State									
Grants to pursue									
Bond Proceeds	\$ 9,443,609	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,443,609
Subtotal	\$ 9,443,609	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,443,609
City Funds									
Impact Fees Fund									
SWM Fund									
REET Fund									
Street Fund									
Sewer Operations	\$ -	\$ -	\$ -	\$ 55,346	\$ -	\$ -	\$ -	\$ -	\$ 55,346
General Fund									
Sewer Capital	-	-	-	185,290	-	-	-	-	185,290
Subtotal	\$ -	\$ -	\$ -	\$ 240,636	\$ -	\$ -	\$ -	\$ -	\$ 240,636
Other Contributors									
NA									
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 9,443,609	\$ -	\$ -	\$ 240,636	\$ -	\$ -	\$ -	\$ -	\$ 9,684,245



Sewer Capital Projects

Project Name: WWTP High Priority Improvements - Phase II
Project Number: 402-100-000/402-500-006/HPI-2
Project Location: WWTP

Project Description:

Construct new headworks, two new oxidation ditches, new electrical building, convert existing oxidation ditch to two aerobic digesters, replace existing dewatering centrifuge with new dewatering screw press, demolish existing headworks, replace backup generator, and miscellaneous piping, electrical, SCADA, and site improvements.

Budget Notes:

City Sewer funds and bond proceeds



Project Financial Summary

		2020		Forecast					
Project Costs	Prior Year	2020 Budget	2020 Actual	2021	2022	2023	2024	2025	Total 2020-2025
City Staff									
Design & Engineering	\$ 13,402	\$ 1,472,269	\$ -	\$ 1,472,269	\$ -	\$ -	\$ -	\$ -	\$ 1,485,671
Construction Mgmt.									
R-O-W Acquisition									
Construction	-	-	-	14,640,000	9,360,000	-	-	-	24,000,000
Contingency									-
Total Project Costs	\$ 13,402	\$ 1,472,269	\$ -	\$ 16,112,269	\$ 9,360,000	\$ -	\$ -	\$ -	\$ 25,485,671
Project Funding									
Non City Funds									
Federal									
State - PWTF Loan	\$ -	\$ 999,774	\$ -	\$ 999,774	\$ -	\$ -	\$ -	\$ -	\$ 999,774
Grants to pursue									
Bond Proceeds	-	-	-	24,000,000	-	-	-	-	24,000,000
Subtotal	\$ -	\$ 999,774	\$ -	\$ 24,999,774	\$ -	\$ -	\$ -	\$ -	\$ 24,999,774
City Funds									
Impact Fees Fund									
SWM Fund									
REET Fund									
Street Fund									
Sewer Operations	\$ 2,278	\$ -	\$ -	\$ -	\$ 80,324	\$ -	\$ -	\$ -	\$ 82,602
General Fund									
Sewer Capital	11,124	1,472,269	-	-	392,171	-	-	-	403,295
Subtotal	\$ 13,402	\$ 1,472,269	\$ -	\$ -	\$ 472,495	\$ -	\$ -	\$ -	\$ 485,897
Other Contributors									
NA									
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Revenue	\$ 13,402	\$ 2,472,043	\$ -	\$ 24,999,774	\$ 472,495	\$ -	\$ -	\$ -	\$ 25,485,671



Capital Improvement Fund (REET)

Fund Overview

This fund accounts for the Real Estate Excise Taxes (REET) collected by the City. A Real Estate Excise Tax is levied on all real estate transactions in the City; state law restricts the use of these revenues. The first ¼ of one percent is restricted to capital projects as outlined by state law. The second ¼ of one percent is restricted to capital projects identified in the Capital Facilities Plan of the City's Comprehensive Plan.

Once accounted for, these capital improvement funds are then transferred out to support allowed activities. Most of these funds are utilized for payments on capital City debt and to fund municipal projects.

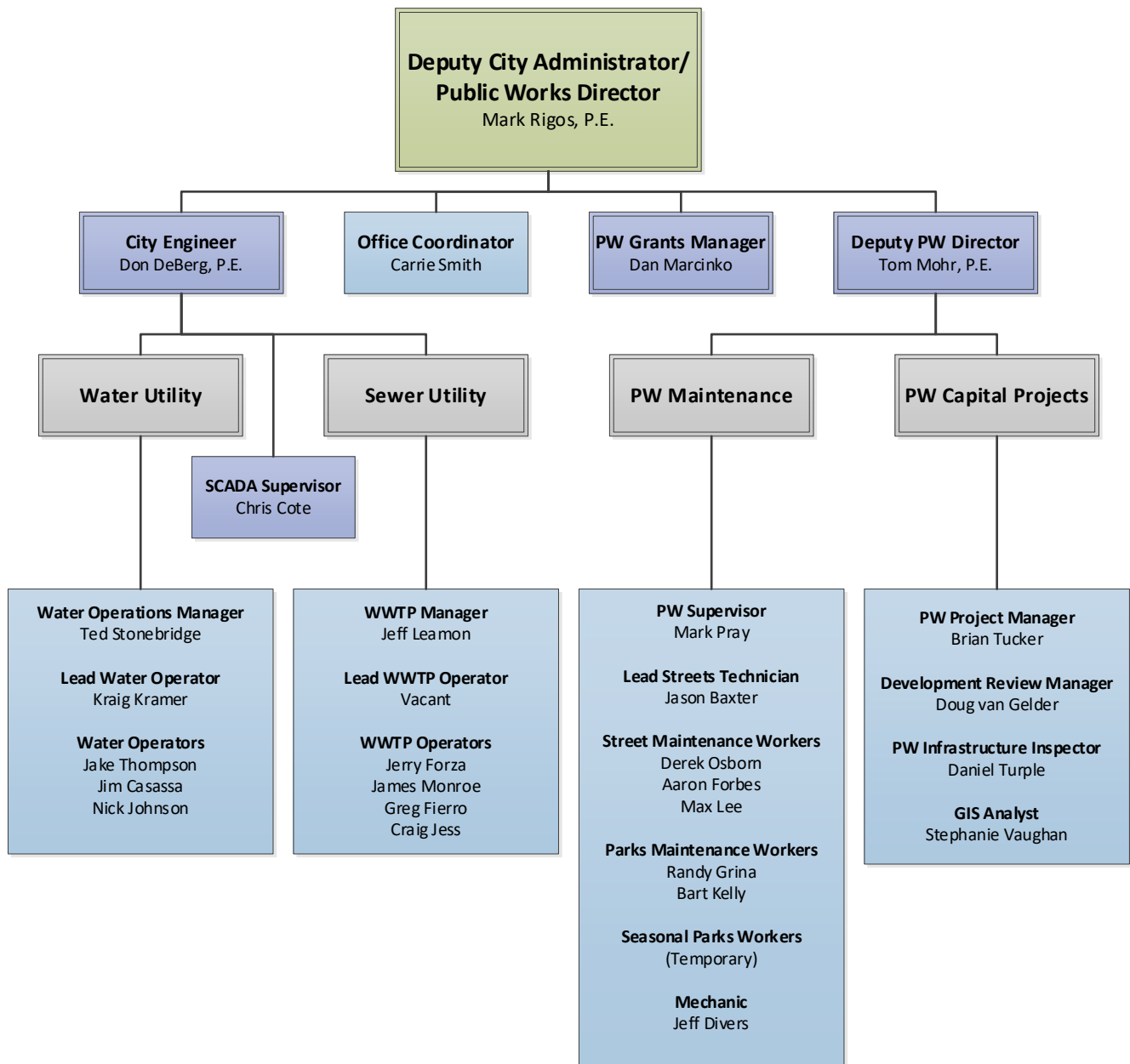
Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	589,123	1,793,554	2,183,100	2,183,100	2,271,755	2,579,448	4.1%	13.5%
Real Estate Excise Taxes	1,216,869	1,042,470	1,041,000	1,138,497	700,000	600,000	-38.5%	-14.3%
Interest Earnings	27,459	42,242	19,000	19,262	-	-	-100.0%	0.0%
Interfund Loan Repayment	725,000	-	-	-	-	-	0.0%	0.0%
Total Revenues	2,558,451	2,878,267	3,243,100	3,340,859	2,971,755	3,179,448	-11.0%	7.0%
Expenditures:								
Debt Service - Principal	26,361	28,043	-	-	-	-	0.0%	0.0%
Debt Service - Interest	5,004	3,686	-	-	-	-	0.0%	0.0%
Debt Service - Other Fees	34	34	-	-	-	-	0.0%	0.0%
Transfer to 2015 LTGO Fund (218)	104,454	99,769	103,338	103,263	100,852	100,877	-2.3%	0.0%
Transfer to 2018 LTGO Fund (220)	-	247,142	248,300	248,100	249,500	245,500	0.6%	-1.6%
Transfer to Muni Proj Fund (310)	629,044	316,492	619,707	170,845	41,955	-	-75.4%	-100.0%
Total Expenditures	764,897	695,167	971,345	522,208	392,307	346,377	-24.9%	-11.7%
Ending Fund Balance	1,793,554	2,183,100	2,271,755	2,818,650	2,579,448	2,833,071	-8.5%	9.8%
FUND TOTAL	2,558,451	2,878,267	3,243,100	3,340,859	2,971,755	3,179,448	-11.0%	7.0%





Public Works Organizational Chart







Utility Fund Descriptions

WATER UTILITY FUND - 401

The Water Utility operates the water distribution system and provides for the delivery of safe, drinking water for all water customers. The utility operates and maintains the water source, pumping facilities, transmission and distribution system, and storage tanks. Charges for services make up nearly all of the revenue in this fund.

SEWER UTILITY FUND - 402

The Sewer Utility operates and maintains the wastewater collection and conveyance system in compliance with Department of Ecology water quality standards. The utility operates and maintains the Wastewater Treatment Plant and discharge facilities. Charges for services make up nearly all of the revenue in this fund.

STORM DRAIN UTILITY FUND - 404

The Storm Drain Utility provides for the maintenance and operation of the City's storm drainage facilities. The utility is responsible for maintaining current storm drains and the construction of additional drains where necessary. Good maintenance of the drainage facilities handles excess surface water during storm events and reduces the impact of heavy rain or prolonged wet weather conditions. This fund receives most of its revenue from user fees.

FLOOD UTILITY FUND – 404-100

The Flood Utility Fund, as part of the Storm Drain Utility, accounts for the expenditures related to flood control activities. The City's Floodplain Management Plan identifies problem areas, describes preventative measures, and provides for an action plan for projects identified within the plan. The utility is funded by a monthly fee per individual residence for flood management.

SOLID WASTE & RECYCLING FUND - 405

The City of North Bend contracts with Republic Services for solid waste collection services, curbside recycling services, and curbside yard waste recycling services. Additionally, the City provides a seasonal yard waste recycling station at the Public Works Shop.

ULID #6 BOND FUNDS – 451 & 452

The ULID #6 Bond Funds account for the accumulation of resources from ULID #6 assessments and the payment of principal and interest for the utility local improvement district (ULID) bonds issued to fund wastewater capital improvement projects within the ULID boundaries.



Water Utility

Fund Overview

The Water Utility operates the water distribution system and provides for the delivery of safe drinking water for all water customers. The utility operates and maintains the water source, pumping facilities, transmission and distribution system, and storage tanks. Charges for services make up nearly all of the revenue in this fund.

Utility Functions

- Provide safe drinking water to customers
- Operate and maintain water source, pumping facilities, transmission and distribution system, and storage tanks
- Ensure water is readily available for fire suppression

2019-2020 Water Utility Accomplishments

- ✓ Completed annual Water Quality Reports (also known as Consumer Confidence Reports) and Water Mitigation Reports for customers and Washington State Department of Health (DOH).
- ✓ Completed construction of multiple water main replacement projects including several miles on 412th Avenue, 2/3 miles on NE 12th Street, and 1/4 miles on North Bend Way.
- ✓ Provided engineering reviews and construction inspections on several miles of new watermain from private development projects including Cedar Falls South Subdivision, Sunrise View Subdivision, Orchard Place Apartments and Phoenix Plaza.
- ✓ Installed a large new water meter at Centennial Well.
- ✓ Completed City's Water System Plan and obtained approval from Washington State Dept. of Ecology, North Bend City Council, and King County Council.
- ✓ Implemented Water Conservation Ordinance.
- ✓ Commenced Water Rate and GFC Study.
- ✓ Continued work on Sallal Inter-Tie Water Agreement.
- ✓ Completed Water Demand Forecast Model.
- ✓ Improved performance of Hobo Springs mitigation system.
- ✓ Completed much of the analysis, permitting and engineering for Cascade Mitigation project.
- ✓ Created a Water Mitigation Portfolio for various potential mitigation projects.
- ✓ Started feasibility studies on Hobo Springs Bypass, Hobo Springs Expansion and two Mitigation Reservoir projects.
- ✓ Started water meter replacement program (approximately 50 per year).
- ✓ Created new Water Operations Manager position.
- ✓ Reduced DSL (distribution system leakage) from 24% to 16%.



Water Utility

2021-2022 Water Utility Goals

- ◆ Prepare and distribute annual Water Quality Reports to customers and DOH.
- ◆ Prepare annual Water Mitigation Reports.
- ◆ Obtain approval from DOH for December 2020 Water System Plan.
- ◆ Design and construct 6th Street AC watermain replacement.
- ◆ Design other AC watermain replacements on north side of City's water service area.
- ◆ Complete Mount Si Springs Air Gap Study.
- ◆ Obtain approval from Ecology for the Cascade Water Right Change of Use.
- ◆ Make progress on Water Mitigation Portfolio projects such as Hobo Springs Bypass, Hobo Springs Expansions, and/or 2 Mitigation Reservoirs.
- ◆ Provide engineering review and inspect several miles of new watermain being constructed on private development projects.
- ◆ Complete Water Rate and GFC Study and adopt by City Council action.
- ◆ More rigorously perform replacement of older water meters (approx. 500 meters / year).
- ◆ Start engineering design of 4th potable water reservoir.
- ◆ Assist in engineering and/or construction of booster station, several mile watermain extension and a 5th potable water reservoir for National Guard in former Sallal Water Association water service area.
- ◆ Implement recently adopted Water Shortage Plan during dry seasons.
- ◆ Continue to meet with Sallal Water Association for potential water intertie agreement.
- ◆ Complete Water Risk and Resiliency Assessment and submit certification to required parties.
- ◆ Complete / update Emergency Response Plan (based on Risk and Resiliency Assessment) and submit certification to required parties.
- ◆ Prepare for Sanitary Survey with WA DOH representatives.
- ◆ Implement telemetry system improvements at 2 source stations and 2 reservoirs.
- ◆ Reduce DSL to be less than 15% by end of 2022.

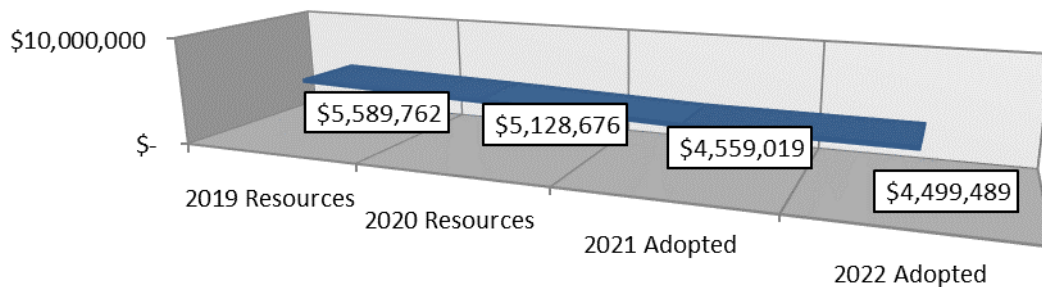


Water Utility

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	3,369,338	1,271,073	2,443,719	2,443,719	2,119,652	1,750,161	-13.3%	-17.4%
Intergovernmental Revenues	-	1,800,000	-	-	-	-	0.0%	0.0%
Charges for Services	2,182,006	2,069,122	2,092,692	2,170,129	2,146,850	2,195,595	-1.1%	2.3%
Interest Earnings & Misc.	55,110	50,180	19,500	19,611	8,500	8,500	-56.7%	0.0%
Water Facility Fees (GFC)	967,337	217,473	494,093	494,093	284,017	545,233	-42.5%	92.0%
Retainage Deposits	-	20,548	-	1,124	-	-	-100.0%	0.0%
Interfund Loan Repayment	-	161,365	-	-	-	-	0.0%	0.0%
Total Revenues	6,573,792	5,589,762	5,050,004	5,128,676	4,559,019	4,499,489	-11.1%	-1.3%
Expenditures:								
Personnel Costs	933,563	952,463	1,077,018	1,061,564	1,236,471	1,268,387	16.5%	2.6%
Supplies	88,058	93,564	100,000	84,853	96,000	96,000	13.1%	0.0%
Services & Charges	976,263	1,024,908	1,262,499	1,113,034	993,805	977,834	-10.7%	-1.6%
Land Purchases/Improvements	2,406,227	3,544	-	-	6,000	-	100.0%	-100.0%
Capital Projects	518,857	437,677	208,100	26,374	169,000	-	540.8%	-100.0%
Capital Equipment	40,851	391	-	-	-	-	0.0%	0.0%
Debt Service	247,970	271,227	214,756	214,689	213,582	212,437	-0.5%	-0.5%
Interfund Transfers	90,932	362,269	67,979	70,018	94,000	-	34.3%	0.0%
Total Expenditures	5,302,719	3,146,043	2,930,352	2,570,532	2,808,858	2,554,658	109.3%	-9.0%
Ending Fund Balance	1,271,073	2,443,719	2,119,652	2,558,144	1,750,161	1,944,831	-31.6%	11.1%
FUND TOTAL	6,573,792	5,589,762	5,050,004	5,128,676	4,559,019	4,499,489	-11.1%	-1.3%

WATER RESOURCES





Sewer Utility

Fund Overview

The Sewer Utility operates and maintains the wastewater collection and conveyance system in compliance with Department of Ecology water quality standards and the City's National Pollutant Discharge Elimination System (NPDES) permit. The utility operates and maintains the Wastewater Treatment Plan and discharge facilities. Charges for services make up nearly all of the revenue in this fund.

Utility Functions

- Operate and maintain wastewater collection and conveyance system
- Comply with Department of Ecology water quality standards
- Operate and maintain wastewater treatment plant and discharge facilities

2019-2020 Sewer Utility Accomplishments

- ✓ Construction is 90% completed on WWTP HPI Phase 1.
- ✓ Engineering design is 50% completed on WWTP HPI Phase 2.
- ✓ Hired WWTP Manager that has been effective and productive at the WWTP.
- ✓ Received Washington State Department of Ecology Outstanding WWTP performance award in 2019.
- ✓ Brought new sewer lift station online at Cedar Landing to support several hundred new sewer connections.
- ✓ Performed repairs, replacements, and maintenance on sewer mains in a timely manner.
- ✓ Had virtually no spills at the WWTP or in the collection system.
- ✓ Reduced odors from the WWTP.
- ✓ Reviewed and inspected several miles of new public sanitary sewer piping throughout the City.

2021-2022 Sewer Utility Goals

- ◆ Near construction completion on WWTP HPI Phase 2.
- ◆ Start evaluating WWTP HPI Phase 3 design options (including frontage landscaping, frontage road improvements, and possible bridge replacement).
- ◆ Present Meadowbrook Sewer ULID to property owners during a Town Hall meeting, and form ULID.
- ◆ Complete engineering design of Meadowbrook Sewer ULID, if desired by benefiting property owners.
- ◆ Implement and codify a new Grinder Pump System.
- ◆ Implement our FOG (Fats, Oils & Grease) program to decrease FOG from entering City's sewer conveyance system.
- ◆ Perform engineering review & inspections on several miles of new public sanitary sewer piping including Dalhgren townhomes, River Run apartments, Tree Farm Subdivision, and Ichijo Subdivision.
- ◆ Apply for grants to help fund \$24 million WWTP Phase 2 project.
- ◆ Start second Citywide I&I (Inflow and Infiltration) reduction program.

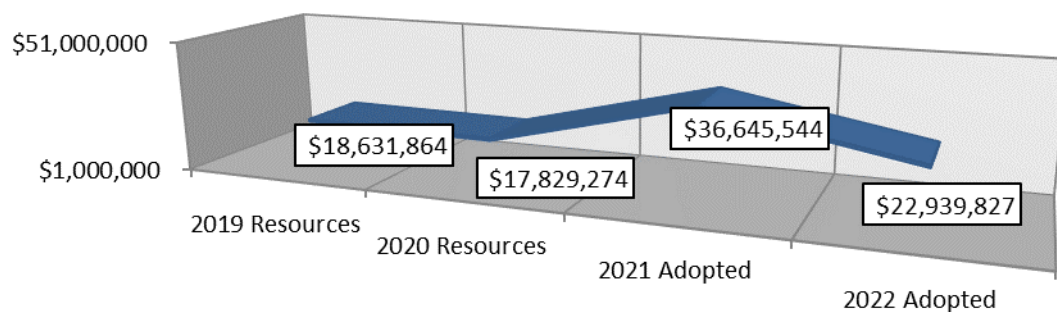


Sewer Utility

Revenue & Expenditure Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	2,844,430	4,602,998	11,621,523	11,621,524	7,934,000	18,098,667	-31.7%	128.1%
Charges for Services	2,845,587	3,104,089	3,481,466	3,511,162	3,527,935	3,580,545	0.5%	1.5%
Fines & Penalties	-	-	537	537	-	-	-100.0%	0.0%
Interest Earnings & Misc.	60,823	156,995	79,200	80,792	21,500	16,500	-73.4%	-23.3%
Sewer Facility Fees (GFC)	1,808,214	1,310,524	1,913,424	2,078,214	1,162,109	1,244,115	-44.1%	7.1%
Retainage Deposits	-	13,545	-	1,090	-	-	-100.0%	0.0%
Revenue Bond Proceeds	-	9,443,609	-	-	24,000,000	-	100.0%	-100.0%
PWTF Loan Proceeds	-	-	999,774	-	-	-	0.0%	0.0%
Other Financing Sources	274	104	23,640	23,640	-	-	-100.0%	0.0%
Interfund Transfers	-	-	512,315	512,315	-	-	0.0%	0.0%
Total Resources	7,559,328	18,631,864	18,631,879	17,829,274	36,645,544	22,939,827	105.5%	-37.4%
Expenditures:								
Personnel Costs	1,020,438	1,012,687	1,304,471	1,095,780	1,506,716	1,556,789	37.5%	3.3%
Supplies	77,343	75,710	69,000	48,255	82,200	82,200	70.3%	0.0%
Services & Charges	818,065	868,412	1,028,992	910,657	930,664	945,239	2.2%	1.6%
Capital Projects	450,492	3,728,245	7,687,322	5,570,763	14,640,000	9,360,000	162.8%	-36.1%
Capital Equipment	35,183	-	14,963	4,115	-	-	100.0%	-100.0%
Debt Service	389,819	460,128	591,840	556,986	1,387,297	1,757,874	149.1%	26.7%
Retainage Refunds	-	13,409	1,291	1,781	-	-	-100.0%	0.0%
Interfund Transfers	164,990	851,749	-	-	-	-	0.0%	0.0%
Total Uses	2,956,330	7,010,340	10,697,879	8,188,337	18,546,877	13,702,102	126.5%	-26.1%
Ending Fund Balance	4,602,998	11,621,524	7,934,000	9,640,937	18,098,667	9,237,725	87.7%	-49.0%
FUND TOTAL	7,559,328	18,631,864	18,631,879	17,829,274	36,645,544	22,939,827	105.5%	-37.4%

SEWER RESOURCES





Storm Drain Utility

Fund Overview

The Storm Drain Utility provides for the maintenance and operation of the City's storm drainage facilities. The utility is responsible for maintaining current storm drains and the construction of additional drains where necessary. Good maintenance allows the drainage facilities to handle excess surface water during storm events and reduce the impact of heavy rain or prolonged weather conditions. This fund receives most of its revenue from user fees.

Utility Functions

- Operate and maintain a safe and reliable storm water collection and conveyance system
- Protect the environment with spill control and treatment facilities

2019-2020 Storm Water Utility Accomplishments

- ✓ Constructed 3 large flood mitigation culverts on NE 12th Street between Ballarat Ave and Picket Ave.
- ✓ Constructed an improved storm drainage collection and conveyance system along North Bend Way near QFC in association with Park Street Roundabout.
- ✓ Provided engineering review & construction inspections on several miles of storm drainage collection and conveyance systems on new private developments.
- ✓ Performed preliminary zero-rise analysis on South Fork Avenue Bypass Roadway project.
- ✓ Removed sediments & debris from very large arch stream culvert in Forster Woods adjacent to 710 water pump station, from inline Ribary Creek Sediment Pond adjacent to Forster Woods, and from inline Gardner Creek Sediment Trap Vault adjacent to the Outlet Mall.
- ✓ Provided engineering review and construction inspections on storm collection, conveyance, water quality, detention / infiltration, and discharge facilities portions of transportation capital projects.
- ✓ Commenced Downtown Regional Storm Drainage Feasibility Study with Otak.
- ✓ Designed and constructed upsized storm drainage facilities for new City Hall.
- ✓ Designed and constructed storm drainage dispersion system in association with WWTP HPI Phase 1.
- ✓ Maintained City owned detention ponds, storm drainage ditches, culverts and catch basins.
- ✓ Swept streets and gutters to decrease contaminants from entering storm drainage system.
- ✓ Trained maintenance employees on new Vector truck.

2021-2022 Storm Water Utility Goals

- ◆ Prepare a Surface Water Management Action Plan in preparation for the City's transition to a NPDES Phase 2 City, which requires a Permit from DOE to operate a storm drainage utility.
- ◆ Complete Storm Drainage Rate Study update.
- ◆ Continue to maintain and operate City detention ponds, catch basins and conveyance facilities.
- ◆ Continue to provide engineering review & inspections on new stormwater capital infrastructure associated with private land development projects.
- ◆ Provide storm drainage design recommendations for McClellan Ally Re-Investment and Train Depot.
- ◆ Design and possibly construct storm drainage systems in association with transportation capital projects for South Fork Bypass, North Bend Way sidewalk near Rio Bravo, Mount Si Blvd. Roundabout, and Middle Fork Road Roundabout.
- ◆ Complete engineering design for Ribary Creek Capacity Improvements project including culvert replacement under SR-202, and for Silver Creek Culverts identified in the Stormwater Comp Plan.

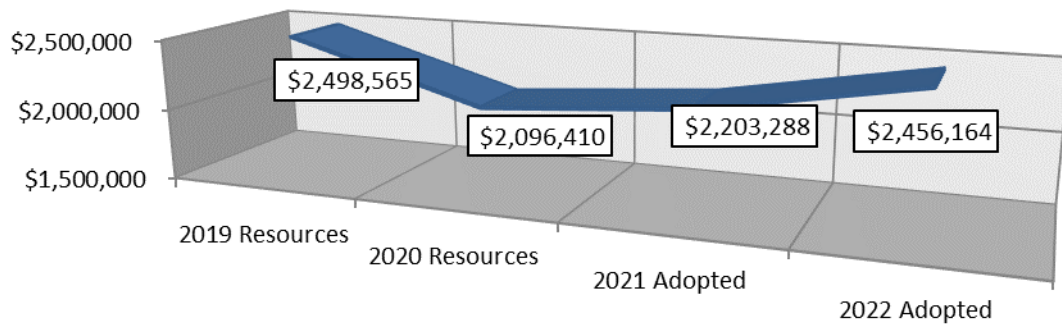


Storm Drain Utility

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	635,199	1,309,003	773,110	773,110	1,193,621	1,413,800	54.4%	18.4%
Intergovernmental	-	-	13,400	-	-	-	0.0%	0.0%
Charges for Services	692,846	702,363	686,400	711,911	703,560	721,150	-1.2%	2.5%
Interest Earnings	14,223	26,457	9,200	9,456	4,000	4,000	-57.7%	0.0%
Contribution - Vactor Truck	506,851	-	-	-	-	-	0.0%	0.0%
Storm Drain Facility Fees (GFC)	526,777	460,742	569,772	601,932	302,107	317,214	-49.8%	5.0%
Total Revenues	2,375,895	2,498,565	2,051,882	2,096,410	2,203,288	2,456,164	5.1%	11.5%
Expenditures:								
Personnel Costs	422,060	404,611	454,820	435,702	457,648	468,469	5.0%	2.4%
Supplies	14	591	4,100	3,342	2,200	2,200	-34.2%	0.0%
Services & Charges	181,185	173,416	239,675	161,294	159,925	161,902	-0.8%	1.2%
Capital Projects	231,516	864	-	-	-	-	0.0%	0.0%
Capital Equipment	-	522,333	-	-	-	-	0.0%	0.0%
Debt Service	151,977	166,749	120,600	120,402	122,715	123,515	1.9%	0.7%
Interfund Transfers	80,141	456,891	39,066	13,675	47,000	125,000	243.7%	166.0%
Total Expenditures	1,066,892	1,725,455	858,261	734,415	789,488	881,086	7.5%	11.6%
Ending Fund Balance	1,309,003	773,110	1,193,621	1,361,995	1,413,800	1,575,078	3.8%	11.4%
FUND TOTAL	2,375,895	2,498,565	2,051,882	2,096,410	2,203,288	2,456,164	5.1%	11.5%

STORM RESOURCES





Flood Utility

Fund Overview

The Flood Utility Fund, as part of the Storm Drain Utility, accounts for the expenditures related to flood control activities. The City's Floodplain Management Plan identifies problem areas, describes preventative measures, and provides for an action plan for projects identified within the plan. The utility is funded by a monthly fee per individual residence for flood management.

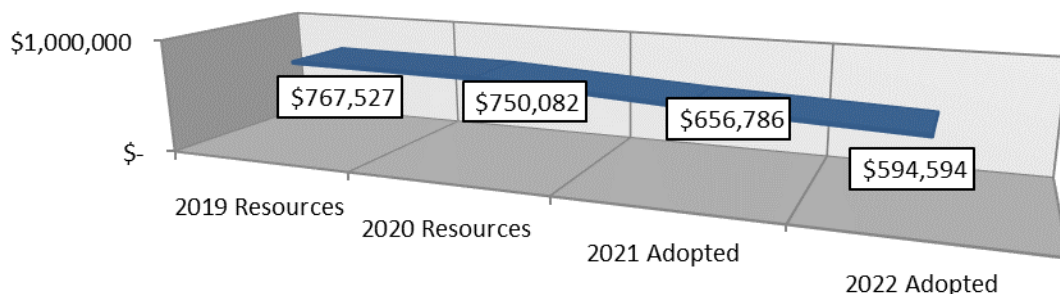
Utility Functions

- Operate and maintain programs to address drainage and flooding problems
- Install barricades on roads during flooding events

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	599,020	576,259	561,461	561,461	475,701	410,014	-15.3%	-13.8%
Licenses & Permits	5,852	1,694	4,700	4,066	5,000	5,000	23.0%	0.0%
Charges for Services	175,443	177,781	171,360	180,248	174,785	178,280	-3.0%	2.0%
Interest Earnings	9,752	11,793	4,200	4,307	1,300	1,300	-69.8%	0.0%
Total Revenues	790,067	767,527	741,721	750,082	656,786	594,594	-12.4%	-9.5%
Expenditures:								
Personnel Costs	155,246	148,834	176,558	171,296	178,252	181,384	4.1%	1.8%
Supplies	994	1,130	1,750	1,329	1,150	1,150	-13.5%	0.0%
Services & Charges	57,569	56,047	87,712	49,194	67,370	67,720	36.9%	0.5%
Capital Equipment	-	54	-	-	-	-	0.0%	0.0%
Total Expenditures	213,809	206,066	266,020	221,819	246,772	250,254	11.2%	1.4%
Ending Fund Balance	576,259	561,461	475,701	528,263	410,014	344,340	-22.4%	-16.0%
FUND TOTAL	790,067	767,527	741,721	750,082	656,786	594,594	-12.4%	-9.5%

FLOOD RESOURCES





Solid Waste & Recycling Utility

Fund Overview

The City of North Bend contracts with Republic Services for solid waste collection services, curbside recycling services, and curbside yard waste recycling services. Additionally, the City provides a seasonal yard waste recycling station at the Public Works Shop.

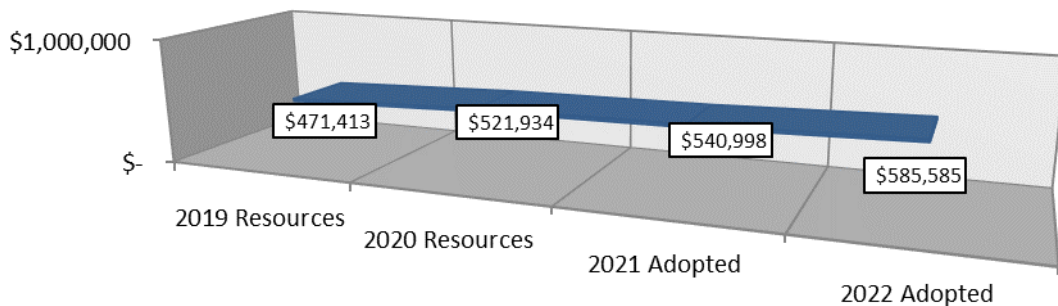
Utility Functions

- Solid waste collection services
- Curbside recycling services
- Yard waste recycling services

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	299,523	353,129	407,756	407,756	426,608	469,385	4.6%	10.0%
Contract Franchise Fee	78,437	84,662	84,080	86,860	85,590	87,400	-1.5%	2.1%
Intergovernmental Revenues	25,403	25,990	25,800	24,067	25,800	25,800	7.2%	0.0%
Charges for Services	-	-	-	-	-	-	0.0%	0.0%
Interest Earnings	5,295	7,632	3,200	3,251	3,000	3,000	-7.7%	0.0%
Total Revenues	408,658	471,413	520,836	521,934	540,998	585,585	3.7%	8.2%
Expenditures:								
Personnel Costs	41,672	43,454	64,500	57,668	44,274	45,095	-23.2%	1.9%
Services & Charges	13,856	20,203	29,728	19,213	27,339	27,386	42.3%	0.2%
Total Expenditures	55,528	63,657	94,228	76,881	71,613	72,481	-6.9%	1.2%
Ending Fund Balance	353,129	407,756	426,608	445,053	469,385	513,104	5.5%	9.3%
FUND TOTAL	408,658	471,413	520,836	521,934	540,998	585,585	3.7%	8.2%

SOLID WASTE RESOURCES





ULID #6 Bond Funds

Fund Overview

The ULID #6 Bond Funds account for the accumulation of resources from ULID #6 assessments and the payment of principal and interest for the utility local improvement district (ULID) bonds issued to fund wastewater capital improvement projects within the ULID boundaries.

ULID #6 BOND REDEMPTION FUND 451

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	4,684,222	4,528,730	961,724	961,724	822,506	557,421	-14.5%	-32.2%
Interest Earnings	77,016	77,598	6,000	6,212	-	-	-100.0%	0.0%
ULID #6 Assessments	1,086,469	1,192,522	1,030,452	1,062,315	873,715	834,734	-17.8%	-4.5%
Trans from ULID Bond Reserve (452)	106,814	-	521,695	521,695	-	-	-100.0%	0.0%
Total Revenues	5,954,521	5,798,850	2,519,871	2,551,947	1,696,221	1,392,155	-33.5%	-17.9%
Expenditures:								
Debt Service - Principal	880,000	4,312,118	875,000	875,000	855,000	850,000	-2.3%	-0.6%
Debt Service - Interest	481,400	446,800	295,050	295,050	268,800	234,600	-8.9%	-12.7%
Debt Service - Other Fees	8,997	78,208	15,000	10,822	15,000	15,000	38.6%	0.0%
ULID Reassessment & Fees	55,394	-	-	-	-	-	0.0%	0.0%
Transfer to Sewer Fund (402)	-	-	512,315	512,315	-	-	0.0%	0.0%
Total Expenditures	1,425,791	4,837,126	1,697,365	1,693,187	1,138,800	1,099,600	-32.7%	-3.4%
Ending Fund Balance	4,528,730	961,724	822,506	858,760	557,421	292,555	-35.1%	-47.5%
FUND TOTAL	5,954,521	5,798,850	2,519,871	2,551,947	1,696,221	1,392,155	-33.5%	-17.9%

ULID #6 BOND RESERVE FUND 452

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	1,469,001	1,385,987	1,414,496	1,414,496	903,201	903,201	-36.1%	0.0%
Interest Earnings	23,800	28,509	10,400	10,648	-	-	-100.0%	0.0%
Total Revenues	1,492,801	1,414,496	1,424,896	1,425,144	903,201	903,201	-36.6%	0.0%
Expenditures:								
Trans to ULID #6 Bond Fund (451)	106,814	-	521,695	521,695	-	-	-100.0%	0.0%
Total Expenditures	106,814	-	521,695	521,695	-	-	0.0%	0.0%
Ending Fund Balance	1,385,987	1,414,496	903,201	903,449	903,201	903,201	0.0%	0.0%
FUND TOTAL	1,492,801	1,414,496	1,424,896	1,425,144	903,201	903,201	-36.6%	0.0%





Internal Service Fund Descriptions

EQUIPMENT OPERATING FUND (SHOP) – 501

The Equipment Operating Fund accounts for all costs associated with maintaining the City's equipment and vehicles. Interfund charges are made to recover equipment and vehicle maintenance costs. The Equipment Operating Fund (Shop) operates under the oversight of the Public Works Department.

EQUIPMENT RESERVE FUND – 501-100

The Equipment Reserve Fund accounts for the replacement of all City vehicles and equipment. The major source of revenue is user charges to other departments within the City. The replacement rates are established to create a reserve for the necessary replacement of City equipment and vehicles. The Finance Department provides oversight for the Equipment Reserve Fund and the associated Vehicle and Equipment Asset Replacement program.

TECHNOLOGY OPERATING FUND – 501-100

The Technology Operating Fund maintains the City's technology equipment, networks, email system and cable broadcasting station. This fund oversees hardware and software purchases, website development and management, contracts for technology and internet services, and long-term planning for system upgrades. The Finance Department provides oversight for the Technology Operating Fund.

TECHNOLOGY RESERVE FUND – 502-100

The Technology Reserve Fund accounts for the replacement of all City technology and computer equipment. The major source of revenue is user charges to other departments within the City. The replacement rates are established to create a reserve for the necessary replacement of City technology equipment. The Finance Department provides oversight for the Technology Reserve Fund and the associated Technology Equipment Replacement program.



Equipment Operating Fund (Shop)

Fund Overview

The Equipment Operating and Reserve Funds account for the operation, maintenance and replacement of City vehicles and equipment. Interfund charges from other City funds provide funding for the Equipment Operating Fund. Replacement reserves are collected from user departments and are accumulated in the Equipment Reserve Fund until needed for equipment and vehicle replacements. The Public Works Department oversees the Shop operations, and the Finance Department oversees the Equipment Reserve Fund.

Shop Functions

- Properly maintain all City equipment and vehicles
- Purchase replacement equipment and vehicles

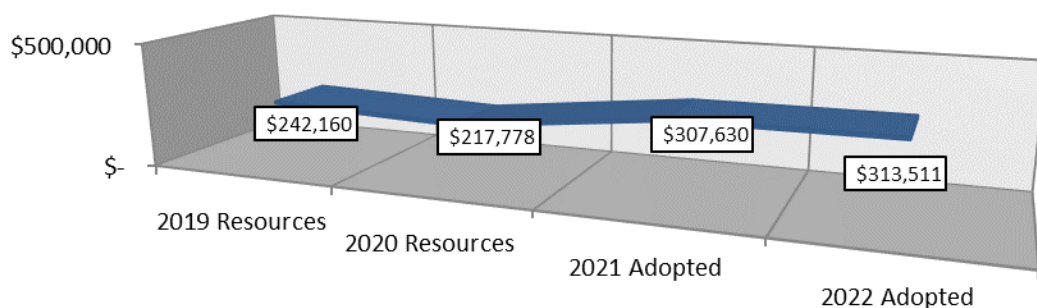
2019-2020 Shop Accomplishments

- ✓ Expanded knowledge base with maintenance technicians on equipment repair through use of websites.
- ✓ Ordered new snowplow.
- ✓ Hired a new full-time mechanic.
- ✓ Maintained City equipment and vehicles.
- ✓ Updated City vehicle and equipment inventory lists.
- ✓ Received new vactor truck and trained staff on usage.
- ✓ Improved reliability of existing three snowplows and re-built one following 2019 Snowmageddon.

2021-2022 Shop Goals

- ◆ Continue to create a cleaner, more organized, and safer work environment.
- ◆ Continue evaluations of all city equipment for immediate vs ongoing repairs.
- ◆ Continue to increase reliability of “in-house” repairs.
- ◆ Continue cost-effective equipment and vehicle program repairs & maintenance schedule.
- ◆ Maintain all equipment with safety to community in mind.
- ◆ Complete annual infrastructure inventory of all City facilities.
- ◆ Continue to ensure sufficient funds are accumulated for the replacement of existing vehicles and heavy equipment in accordance with City Council directives.

EQUIPMENT OPERATIONS FUND





Equipment Operating Fund (Shop)

EQUIPMENT OPERATING FUND 501

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	-	-	-	-	-	0.0%	0.0%
Charges for Services	279,403	241,211	294,335	217,778	307,630	313,511	41.3%	1.9%
Misc & Other Fin Sources	1	949	-	-	-	-	0.0%	0.0%
Total Revenues	279,404	242,160	294,335	217,778	307,630	313,511	41.3%	1.9%
Expenditures:								
Personnel Costs	129,514	100,335	156,054	144,148	181,520	187,171	25.9%	3.1%
Supplies	51,356	46,086	57,165	40,056	52,850	52,850	31.9%	0.0%
Services & Charges	67,136	63,976	81,081	33,574	73,260	73,490	118.2%	0.3%
Debt Service	31,399	31,763	35	-	-	-	0.0%	0.0%
Total Expenditures:	279,404	242,160	294,335	217,778	307,630	313,511	41.3%	1.9%
Ending Fund Balance	-	-	-	-	-	-	0.0%	0.0%
FUND TOTAL	279,404	242,160	294,335	217,778	307,630	313,511	41.3%	1.9%

EQUIPMENT RESERVE FUND 502

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	659,797	849,190	1,074,218	1,074,218	951,789	1,041,944	-11.4%	9.5%
Charges for Services	231,108	204,331	113,990	113,989	90,155	112,290	-20.9%	24.6%
Misc & Other Fin Sources	13,072	20,697	8,581	8,677	-	-	-100.0%	0.0%
Total Revenues	903,977	1,074,218	1,196,789	1,196,884	1,041,944	1,154,234	-12.9%	10.8%
Expenditures:								
Capital Equipment	54,787	-	245,000	138,054	-	-	-100.0%	0.0%
Total Expenditures	54,787	-	245,000	138,054	-	-	0.0%	0.0%
Ending Fund Balance	849,190	1,074,218	951,789	1,058,830	1,041,944	1,154,234	-1.6%	10.8%
FUND TOTAL	903,977	1,074,218	1,196,789	1,196,884	1,041,944	1,154,234	-12.9%	10.8%



Technology Operating Fund

Fund Overview

The Technology Operating and Reserve Funds account for the operation, maintenance and replacement of City technology equipment. Interfund charges from other City funds provide funding for the Technology Operating Fund. Replacement reserves are collected from user departments and are accumulated in the Technology Reserve Fund until needed for technology replacements. The Finance Department oversees the Technology Funds.

Technology Department Functions

- Maintain all City networks and equipment
- Hardware and software purchasing
- Long-term planning for system upgrades
- Employee/user support – Help Desk
- Centralized technology vendor contracts
- Email setup and maintenance
- Website development and maintenance
- Centralized training for system operations
- Maintain City cable broadcasting station
- Audio-visual equipment maintenance

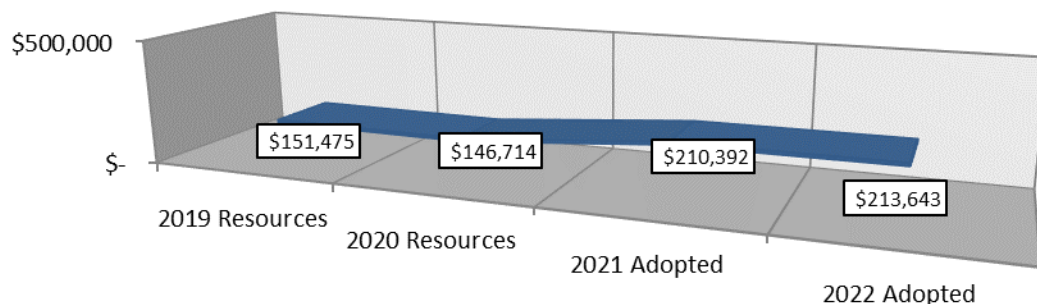
2019-2020 Technology Accomplishments

- ✓ Maintained City technology equipment and infrastructure.
- ✓ Updated City technology equipment inventory lists.
- ✓ Renegotiated contract with King County for I-Net (internet) services.
- ✓ Updated information technology infrastructure to ensure minimization of security vulnerabilities.
- ✓ Migrated to cloud-based Microsoft Office 365.
- ✓ Installation of new audio-visual equipment in City Council Chambers and new NBTv server.
- ✓ Assisted with transition to remote operations in 2020 as a result of COVID-19.
- ✓ Deployment of City laptops for elected officials.

2021-2022 Technology Goals

- ◆ Maintain a safe and cost-effective technology infrastructure maintenance program.
- ◆ Continue information technology infrastructure updates to ensure minimization of security vulnerabilities.
- ◆ Establish written security policies and a written disaster recovery plan for critical computer systems.
- ◆ Continue to ensure sufficient funds are accumulated for the replacement of existing technology equipment.
- ◆ Assist with implementation of new cloud-based comprehensive financial software system.

TECHNOLOGY OPERATIONS FUND





Technology Operating Fund

TECHNOLOGY OPERATING FUND 501-100

Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	-	-	-	-	-	-	0.0%	0.0%
Charges for Services	133,765	151,475	184,585	146,714	210,392	213,643	43.4%	1.5%
Total Revenues	133,765	151,475	184,585	146,714	210,392	213,643	43.4%	1.5%
Expenditures:								
Personnel Costs	18,326	20,266	18,040	17,373	35,246	36,748	102.9%	4.3%
Supplies	1,913	1,593	4,000	3,459	4,000	4,000	15.7%	0.0%
Services & Charges	103,737	121,772	161,251	123,802	169,646	171,395	37.0%	1.0%
Capital Equipment	9,789	7,844	1,294	1,294	1,500	1,500	15.9%	0.0%
Total Expenditures	133,765	151,475	184,585	145,927	210,392	213,643	44.2%	1.5%
Ending Fund Balance	-	-	-	787	-	-	0.0%	0.0%
FUND TOTAL	133,765	151,475	184,585	146,714	210,392	213,643	43.4%	1.5%

TECHNOLOGY RESERVE FUND 502-100

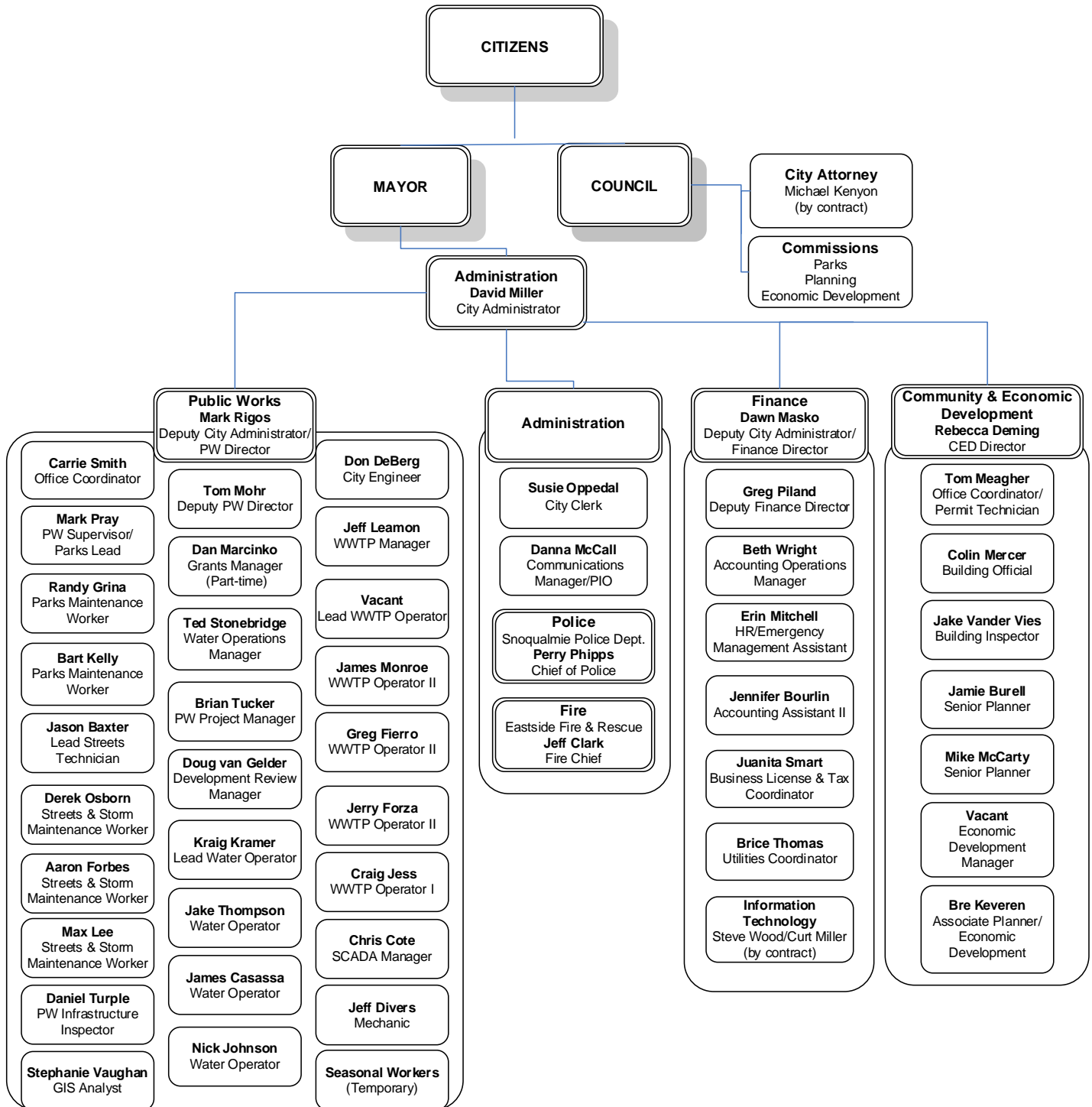
Revenue & Expenditures Summary

Description	2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Adopted	2022 Adopted	Percent Change 20-21 21-22	
Revenues:								
Beginning Fund Balance	123,628	183,579	240,110	240,109	252,395	261,053	5.1%	3.4%
Charges for Services	71,670	69,782	26,908	26,908	8,658	22,599	-67.8%	161.0%
Misc & Other Fin Sources	2,828	4,784	1,877	1,936	-	-	-100.0%	0.0%
Total Revenues	198,126	258,145	268,895	268,953	261,053	283,652	-2.9%	8.7%
Expenditures:								
Capital Equipment	14,548	18,036	16,500	1,846	-	-	-100.0%	0.0%
Total Expenditures	14,548	18,036	16,500	1,846	-	-	-100.0%	0.0%
Ending Fund Balance	183,579	240,109	252,395	267,107	261,053	283,652	-2.3%	8.7%
FUND TOTAL	198,126	258,145	268,895	268,953	261,053	283,652	-2.9%	8.7%





Citywide Organizational Chart





2021 Council Commissions

Planning Commission

The Planning Commission prepares and recommends coordinated plans, regulations and restrictions for the physical development of the City. The Commission consists of seven members with terms of four years.

• Position 1	Olivia Moe	Term expires 5/18/2022
• Position 2	Judy Bilanko	Term expires 5/11/2023
• Position 3	Suzan Torguson	Term expires 5/11/2023
• Position 4	Gary Towe – Chair	Term expires 5/18/2022
• Position 5	James Boevers	Term expires 5/18/2022
• Position 6	Heather Bush	Term expires 5/18/2022
• Position 7	Scott Greenberg	Term expires 5/18/2022

Parks, Recreation, and Beautification Commission

The Parks, Recreation and Beautification Commission is an advisory body providing guidance and direction in meeting the parks, recreational, and beautification needs of the City. The Commission consists of six members with terms of four years, and one youth member with a term of one year.

• Position 1	Mark Correia	Term expires 12/31/2021
• Position 2	Kyle Braun	Term expires 12/31/2021
• Position 3	Eric Thompson	Term expires 12/31/2021
• Position 4	Tim Talevich	Term expires 12/31/2021
• Position 5	Luke Duvall – Youth Member	Term expires 8/31/2021
• Position 6	Brian Duncan	Term expires 12/31/2023
• Position 7	Minna Rudd - Chair	Term expires 12/31/2023

Economic Development Commission

The Economic Development Commission (EDC) is an advisory body that provides recommendations to the City administration and City Council regarding North Bend's economic growth and development, based upon specific work plans or projects as assigned by the City Council. The EDC consists of five members with terms of four years.

• Position 1	Wendy Parslow	Term expires 12/31/2023
• Position 2	Martin Maisonpierre	Term expires 12/31/2023
• Position 3	Beth Burrows	Term expires 12/31/2024
• Position 4	Coreen Wilson – Chair	Term expires 12/31/2024
• Position 5	Chris Castleberry	Term expires 12/31/2024



Personnel History

Departments	2017	2018	2019	2020	2021
Administration					
City Administrator	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Communications Manager/PIO	0.00	1.00	1.00	1.00	1.00
City Attorney	0.00	0.00	0.00	0.50	0.00
Records Coordinator	1.00	1.00	0.00	0.00	0.00
Community & Economic Development Services					
Community & Economic Development Director	1.00	1.00	1.00	1.00	1.00
Development Review Manager	0.00	0.00	0.00	1.00	1.00
Economic Development Manager	1.00	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.75	1.75	1.80	2.00	2.00
Senior Long Range Planner	0.00	0.00	1.00	0.00	0.00
Associate Planner	0.00	0.00	0.00	1.00	1.00
Long Range Planner	0.00	1.00	0.00	0.00	0.00
Office Coordinator/Permit Technician	1.00	1.00	1.00	1.00	1.00
GIS Analyst	0.00	0.00	0.00	0.00	1.00
Mapping CAD Technician	0.20	0.20	0.20	0.20	0.00
Special Events/Visitor Information Coordinator	1.00	1.00	1.00	0.00	0.00
Finance & Technology					
Deputy City Administrator/Finance Director	1.00	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00	1.00
Accounting Operations Manager	0.00	0.00	0.00	0.00	1.00
Utilities Coordinator	1.00	1.00	1.00	1.00	1.00
Business License & Tax Coordinator	1.00	1.00	1.00	1.00	1.00
Accounting Assistant II	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Public Works					
Deputy City Administrator/PW Director	1.00	1.00	1.00	1.00	1.00
Deputy Public Works Director	1.00	1.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00	1.00
PW Operations Manager	0.00	0.00	0.00	0.75	0.50
Public Works Project Manager	2.00	2.00	2.00	1.00	1.00
Wastewater Treatment Plant Manager	1.00	1.00	1.00	1.00	1.00
Water Operations Manager	0.00	0.00	0.00	1.00	1.00
SCADA Supervisor	1.00	1.00	1.00	1.00	1.00
PW Infrastructure Inspector	0.00	1.00	1.00	1.00	1.00
Public Works Office Coordinator	1.00	1.00	1.00	1.00	1.00
Senior Lead Technician	1.00	1.00	1.00	1.00	1.00
Lead Wastewater Operator	0.00	1.00	1.00	1.00	1.00
Lead Water System Operator	1.00	1.00	1.00	1.00	1.00
Lead Streets Technician	1.00	1.00	1.00	1.00	1.00
Wastewater Operator II	2.00	2.00	2.00	3.00	3.00
Wastewater Operator I	3.00	3.00	3.00	2.00	2.00
Mechanic	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	5.00	6.00	5.00	5.00	5.00
Water System Operator	3.00	3.00	3.00	3.00	3.00
TOTAL	41.95	46.95	45.00	46.45	46.50



Departmental Staff Directory

Administrative Staff

City Administrator	David Miller
Deputy City Administrator/Finance Director	Dawn Masko
City Attorney	Michael R. Kenyon (Contract)
City Clerk	Susie Oppedal
Communications Manager/PIO	Danna McCall
HR/Emergency Management Coordinator	Erin Mitchell

Finance Staff

Deputy Finance Director	Greg Piland
Accounting Operations Manager	Beth Wright
Accounting Assistant II	Jennifer Bourlin
Business License & Tax Coordinator	Juanita Smart
Payroll Services	Loraine Neal (Contract)
Utilities Coordinator	Brice Thomas

Community and Economic Development Staff

Community & Economic Development Director	Rebecca Deming
Associate Planner/Economic Development	Bre Keveren
Building Inspector	Jacob Vander Vies
Building Official	Colin Mercer
Economic Development Manager	Jesse Reynolds
GIS Analyst	Stephanie Vaughan
Permit Technician/Office Coordinator	Tom Meagher
Senior Planner	Jamie Burrell
Senior Planner	Mike McCarty

Public Works Staff

Deputy City Administrator/Public Works Director	Mark Rigos
Deputy Public Works Director	Tom Mohr
City Engineer	Don DeBerg
Development Review Manager	Doug van Gelder
Mechanic	Jeff Divers
Public Works Infrastructure Inspector	Daniel Turple
Public Works Office Coordinator	Carrie Smith
Public Works Operations Manager (temporary)	Dan Marcinko
Public Works Project Manager	Brian Tucker
SCADA Supervisor	Chris Cote
Public Works Senior Lead Technician	Mark Pray
Lead Streets Technician	Jason Baxter
Maintenance Workers	Derek Osborn
Maintenance Worker	Aaron Forbes
Maintenance Worker	Maxwell Lee
Lead Water System Operator	Kraig Kramer
Water Operations Manager	Ted Stonebridge
Water System Operator	Jake Thompson
Water System Operator	Jim Casassa
Water System Operator	Nick Johnson
Wastewater Treatment Plant Manager	Jeff Leamon
Wastewater Treatment Plant Operator II	Jerry Forza
Wastewater Treatment Plant Operator II	James Monroe
Wastewater Treatment Plant Operator II	Greg Fierro
Wastewater Treatment Plant Operator I	Craig Jess

Public Safety Staff

North Bend/Snoqualmie Police Department	Chief Perry Phipps
North Bend/Snoqualmie Police Department	Captain Nick Almquist
Eastside Fire & Rescue	Chief Jeff Clark



Departmental Statistics

Police Department Statistics

Type of Response	2016	2017	2018	2019	2020
Dispatched Calls for Service	5,070	6,992	8,653	7,435	5,827
Alarm Responses	195	177	173	160	141
Total DUI's	20	30	59	52	43
Collisions	125	100	88	81	57
Injury Collisions	12	10	14	10	6
DUI Collisions	1	4	6	1	6
Traffic Stops	1,113	1,563	2,487	2,608	1,541
Total Infractions	299	331	502	395	214
Criminal Citations – Traffic	95	136	240	203	139
Criminal Citations – Non-Traffic	152	230	261	255	268
Burglary	25	21	12	13	24
Theft (Motor Vehicle Prowl)	47	52	44	36	20
Misdemeanor Arrest	394	546	562	428	385
Felony Arrest	34	51	50	40	45
Domestic Violence	37	27	42	49	48
Assault	197	39	32	17	20
Drug Violations	66	121	127	124	86
Trespassing	14	48	29	24	34
Camping Prohibited	5	1	3	1	7
Total Arrests	436	432	573	520	417

Eastside Fire & Rescue Statistics

Type of Response	2016	2017	2018	2019	2020
Automatic Fire Alarms	61	81	56	82	89
EMS Incidents	692	715	582	589	546
Fire - Non-Structure	48	66	48	44	57
Fire - Structure	18	20	12	8	8
Motor Vehicle Accident	27	23	21	23	23
Other	24	15	13	20	35
Total Responses	870	920	732	766	758
Alarm Responses in FD #38	663	680	724	706	672
EFR Total Alarm Responses *	9,786	10,525	9,866	10,730	9,814

**EFR Total Alarm Responses include responses to Fire District #10, Issaquah, Snoqualmie, Carnation, Fall City, Snoqualmie Pass, and other areas outside of the Fire District*



Departmental Statistics

Building Permits Issued 2016- 2020										
Building Permit Type	2016 Issued	Improvement Valuation 2016	2017 Issued	Improvement Valuation 2017	2018 Issued	Improvement Valuation 2018	2019 Issued	Improvement Valuation 2019	2020 Issued	Improvement Valuation 2020
New Single Family	34	\$10,654,983	119	\$26,489,578	114	\$40,090,094	89	\$37,116,280	141	\$58,387,164
Single Family Additions & Alterations (Includes Garages/Carports, Fire Permits)	148	\$1,439,856	117	\$2,286,985	167	\$5,107,236	138	\$4,642,583	123	\$3,130,983
New Mobile Homes	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Multi-Family - New, Additions, & Alterations	0	\$0	0	\$0	41	\$7,136,000	0	\$0	0	\$0
Residential Plumbing	40	\$98,775	28	\$62,503	32	\$127,060	27	\$115,180	42	\$190,063
Residential Mechanical	99	\$670,110	89	\$503,170	125	\$982,481	129	\$682,886	119	\$746,551
New Commercial	1	\$214,224	0	\$0	3	\$7,167,845	3	\$1,890,368	1	\$1,117,447
Commercial Additions/Alterations/Tenant Improvements (Includes Fire Permits)	41	\$1,504,542	17	\$2,259,747	29	\$1,186,644	33	\$2,210,259	29	\$1,632,914
Commercial Mechanical	15	\$119,557	6	\$258,984	9	\$81,850	14	\$514,080	8	\$203,201
Commercial Plumbing	10	\$22,300	1	\$3,000	10	\$155,600				
Signs	25	\$99,430	7	\$18,965	21	\$179,537	13	\$48,395	12	\$38,365
Demolitions	10	\$243,100	1	\$500	8	\$173,258	11	\$484,200	12	\$212,496
AG & UG Fuel Tanks	0	\$0	2	\$700	0	\$0	3	\$8,500	0	\$0
Grading & Clearing (Includes Tree Permits)	14	\$345,775	8	\$983,000	19	\$935,000	10	\$1,177,733	5	\$30,000
Miscellaneous (Roof, Façade, etc....)	73	\$2,674,556	60	\$905,228	54	\$712,162	40	\$738,360	40	\$799,019
TOTALS	510	\$ 18,087,208	455	\$ 42,767,188	572	\$ 64,034,767	510	\$ 49,628,824	532	\$ 66,488,203

Finance Department Statistics	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual
Water Accounts	1,900	1,990	2,082	2,181	2,205
Sewer Accounts	1,275	1,422	1,551	1,689	1,823
Storm Drain Accounts	1,992	2,135	2,242	2,329	2,464
Flood Accounts	1,993	2,135	2,242	2,329	2,464
New Business Licenses Issued	304	289	373	348	314
Number of Business Accounts Serviced	1,499	1,425	1,661	1,828	1,803



North Bend Information

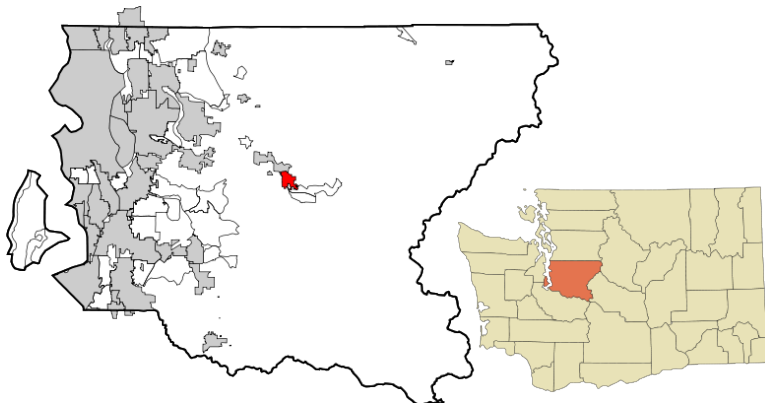
Miscellaneous City Information	
Date of Incorporation	March 2, 1909
Form of Government	Mayor-Council
Area	4.31 square miles
Population (as of April 2020 estimate) ¹	7,455
Registered Voters ²	5,517
Legislative District	District 5
Congressional District	District 8
School District	Snoqualmie Valley School District #410
Fire Services	Eastside Fire & Rescue
Police Services	Snoqualmie/North Bend Police Department
Library District	King County Public Library
Retail Sales Tax (as of 1/1/2021)	9.0%
Total City Property Tax Rate	\$11.90564 per \$1,000 of assessed valuation
City part of Property Tax (including voted levy)	\$1.20056 per \$1,000 of assessed valuation
Median Assessed Value – Single Family Home ⁴	\$608,000
Total Assessed Valuation ⁴	\$1,863,223,481
New Construction Value (included in total above) ⁴	\$131,143,675
Median Family Household Income ³	\$114,840
High school graduate or higher, age 25+ ³	95.2%
Bachelor's degree or higher, age 25+ ³	48.4%
Number of Households ³	2,600
Homeownership rate ³	71.2%
Population under the age of 18 ³	23.9%
Population age 65 or older ³	13.0%
Elevation	443 feet above sea level
Latitude	47° 29' 44" N
Longitude	121° 47' 12" W
Average Annual Rainfall	59.1 inches
Average Annual Snowfall	14.7 inches

¹ Washington State Office of Fiscal Management, April 1, 2020 estimate

² Office of the Washington Secretary of State

³ US Census Bureau 2015-2019 American Community Survey

⁴ King County Assessor's Office





North Bend Information

North Bend Parks:

E.J. Roberts	5 acres - playground equipment and gazebo
Gardiner Weeks Memorial	5.3 acres - picnic tables, benches & gazebo
Meadowbrook Farm	450 acres of open space
New Si View Parks - Div. 1, Div. 2 & Div. 3	Div. 1 - 3.5 acres, Div. 2 - 2 acres and Div. 3 - 5.2 acres - 4 play areas and 1 sports court
Tanner Trail Phase 1	3,700 feet
Tannerwood Park	0.8 acres – benches and walkway
Torguson Park	17.3 acres - Little League Fields, BMX track, skate park, climbing rock, tot lot
Tollgate Farm	205.74 acres - inside City limits
Two River School Park	0.5 acres of open space
William H Taylor Park - Railroad Park	1.5 acres - picnic tables & benches

North Bend Streets Inventory:

Type of Surface	Cement Concrete Pavement	Asphalt Plant or Road Mix	Bituminous Surface Treatment	Gravel or Crushed Rock	Dirt and Unimproved	Total Miles
Centerline Miles	0	42.60	0.31	0.90	0	43.81



North Bend Information

Discover North Bend: Visit our DiscoverNorthBend.com website to learn what North Bend has to offer for shopping, playing, dining and more!

Animal Control: The City contracts with King County Regional Animal Services (RASKC) for animal control, sheltering and pet licensing services. They can be reached at (206) 296-2712 or at the RASKC website.

Attractions: The City is known for its stunning views, community events and recreational activities. Some top attractions include Meadowbrook Farm, Torguson Park Bike Park, the Northwest Railway Museum, Snoqualmie Valley Historical Museum, and visiting Twin Peaks filming locations. Additional information can be found at <https://discovernorthbend.com>.

Banking: Bank of America, Chase Bank, Opus Bank, Umpqua Bank, Sno Falls Credit Union.

Fire: Eastside Fire & Rescue can be reached at (425) 313-3200. North Bend Station 87 is located at 500 Maloney Grove Ave SE. Additional information can be found on their website.

Hospital: The Snoqualmie Valley Hospital provides a full range of medical services.

Library: The North Bend Library is a branch of the King County Library System and has a book collection, free computers for public use, and programs for children, teens, and adults. The library is located at 115 East 4th Street.

Mount Si: Mount Si, located in North Bend, is home to the challenging, popular Mount Si Trail, a hiking trail with a climb of 4,167 feet. It is 4 miles from the parking lot to the summit plateau.

National Scenic Byway: The Mountains to Sound Greenway is a scenic, historic, transportation and conservation corridor in the Pacific Northwest that stretches nearly 100 miles along the Interstate 90 corridor from Seattle to Ellensburg. It is unique in the Interstate Highway system in that it is designated as a National Scenic Byway and is the first interstate to be recognized as such. This National Heritage Area runs through scenic North Bend.

Parks & Trails: North Bend boasts numerous parks and trails that provide countless opportunities for hiking, fishing, bicycling, climbing, river sorts, and wildlife observation. Tollgate Farm Park, Meadowbrook Farm, Tennant Trailhead Park, and South Fork Landing are a few of the local parks providing outdoor recreation experiences for residents and tourists.

Police: The Snoqualmie/North Bend Police Department can be reached at (425) 888-3333 (non-emergencies) during regular business hours. Dial 9-1-1 for emergencies. Additional information can be found on their homepage.



North Bend Information

Public Transit: King County Metro offers various options for North Bend residents and employees to travel between the City and Issaquah for transfers to other regional cities. Snoqualmie Valley Transportation provides door-to-door and fixed route service in the Snoqualmie Valley.

Recreation Programs: Si View Metro Parks provides an extensive array of recreation programs for residents of all ages and abilities. They operate the Si View Community Center and Pool, and manage the rentals of Meadowbrook Farm, the Train Depot, and multiple parks and athletic fields. Si View hosts the North Bend Farmers Market and other community events.

Regional Transportation: North Bend is conveniently located adjacent to Interstate 90. SeaTac International Airport is approximately 35 miles west and the Port of Seattle is approximately 30 miles west of North Bend.

Senior Center: The Mount Si Senior Center is located at 411 Main Ave South and offers a variety of resources to seniors in our community. They can be contacted at (425) 888-3434 or by visiting their website at www.mtsiseniorcenter.org. Additional senior resource information can be found on the [Seniors page](#) on the City website.

Schools: The Snoqualmie Valley School District #410 serves K-12 students and families with award-winning curriculum and programs for all abilities. Contact (425) 888-2334 or visit www.svsd410.org for information. North Bend students typically attend the following schools:

- Mount Si High School
- Twin Falls Middle School
- North Bend Elementary School
- Two Rivers High School
- Opstad Elementary School

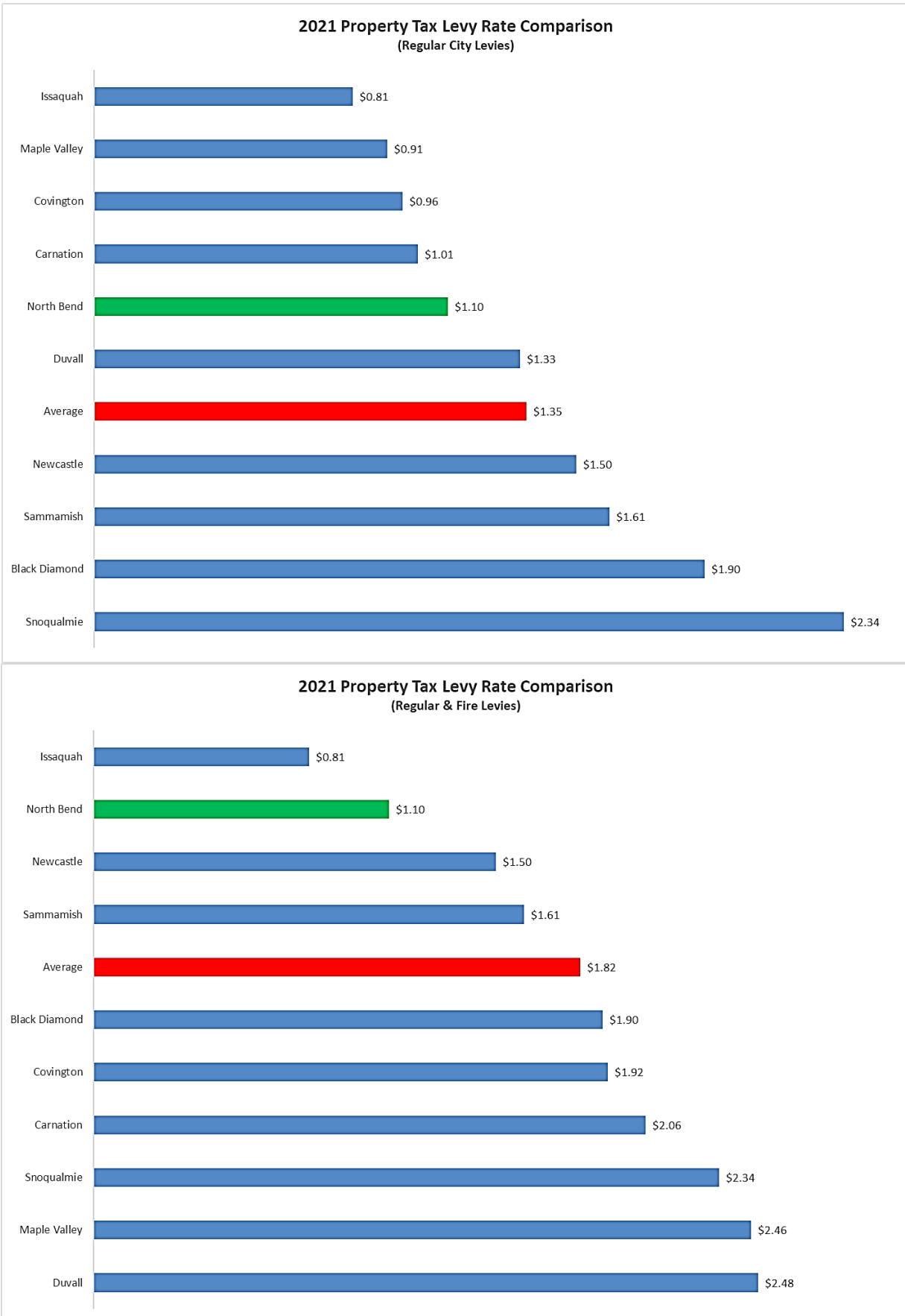
Shopping: North Bend offers a variety of shopping options including at the North Bend Premium Outlets, in historic downtown area, and at Mountain Valley Center, Mount Si Village, and QFC Plaza.

Social Services: The City supports many community and human services agencies who meet the needs of our community members. Information on these organizations is available on the City website at <https://northbendwa.gov>.

Utilities: The City of North Bend provides water, sewer and stormwater services to many residents. Other local utilities serving North Bend residents include Tanner Electric Co-op, Puget Sound Energy, Republic Services, and Sallal Water Association.

Valley Information: For more information about local events, recreation, lodging, shopping, or Snoqualmie Valley businesses, please contact SnoValley Chamber of Commerce at (425) 888-6362 or visit www.snovalley.org.

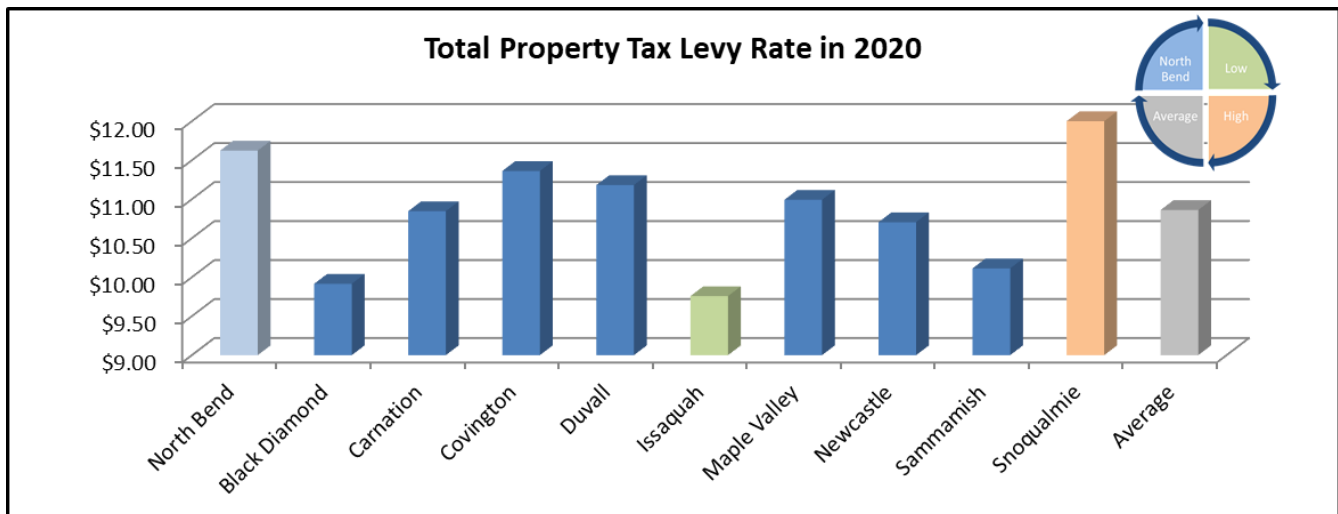
Property and Sales Tax Comparisons



Property and Sales Tax Comparisons

Total Property Tax Levy Rate								
City	2016	2017	2018	2019	2020	5-Yr Avg		
North Bend	\$ 12.50	\$ 11.94	\$ 12.32	\$ 11.30	\$ 11.62	\$ 11.94		
Black Diamond	11.80	11.06	11.43	9.45	9.92	10.73		
Carnation	11.87	11.24	11.47	10.52	10.85	11.19		
Covington	12.74	11.76	11.67	10.45	11.36	11.60		
Duvall	12.78	12.42	12.36	11.40	11.18	12.03		
Issaquah	10.09	9.91	10.29	9.27	9.76	9.86		
Maple Valley	13.75	12.67	13.15	10.60	10.99	12.23		
Newcastle	12.43	11.87	12.11	10.28	10.70	11.48		
Sammamish	10.80	10.39	10.67	9.69	10.11	10.33		
Snoqualmie	12.85	12.62	12.93	11.63	12.12	12.43		
Average	\$ 12.16	\$ 11.59	\$ 11.84	\$ 10.46	\$ 10.86	\$ 11.38		

Source: King County Assessor - Assessed Values & Taxes by City (Total Levy)



City Property Tax Levy Revenues							
City	2016	2017	2018	2019	2020	5-Yr Avg	
North Bend	\$ 1,512,864	\$ 1,530,103	\$ 1,653,838	\$ 1,731,299	\$ 1,908,343	\$ 1,667,289	
Black Diamond	1,481,029	1,508,688	1,535,942	1,648,223	1,889,456	1,612,668	
Carnation	270,019	307,588	358,500	380,217	399,917	343,248	
Covington	2,525,322	2,631,507	2,748,279	2,803,177	2,906,208	2,722,899	
Duvall	1,368,543	1,731,766	1,446,317	1,538,650	1,938,561	1,604,767	
Issaquah	8,114,649	8,492,955	8,816,229	9,151,219	9,561,520	8,827,314	
Maple Valley	3,619,016	3,690,957	3,795,666	3,934,816	4,111,045	3,830,300	
Newcastle	4,647,949	4,724,890	5,283,282	5,398,987	5,561,992	5,123,420	
Sammamish	27,270,799	27,905,570	28,699,683	29,568,390	30,110,176	28,710,924	
Snoqualmie	6,717,212	7,570,274	7,813,866	8,035,080	8,074,110	7,642,108	
Average	\$ 5,752,740	\$ 6,009,430	\$ 6,215,160	\$ 6,419,006	\$ 6,646,133	\$ 7,642,108	

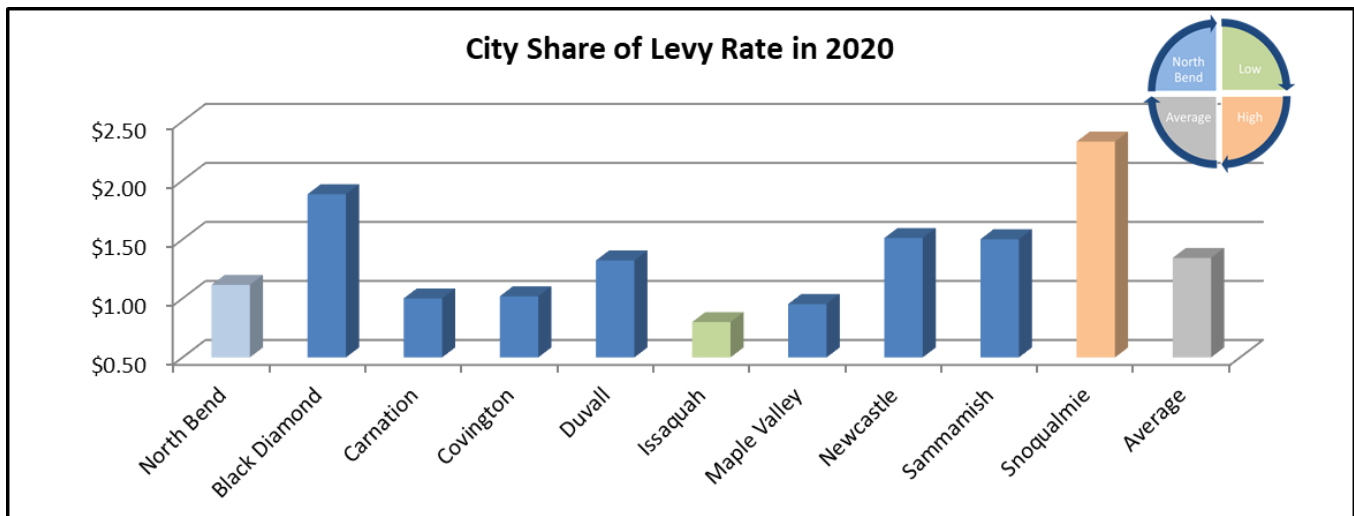
Source: King County Assessor -Cities & Towns Tax Rates & Levies

Key	Low	High	Average	North Bend
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Property and Sales Tax Comparisons

City Share of Total Levy Rate												
City	2016		2017		2018		2019		2020		5-Yr Avg	
North Bend	\$	1.39	\$	1.29	\$	1.22	\$	1.18	\$	1.11	\$	1.24
Black Diamond		2.24		2.13		2.03		1.91		1.88		2.04
Carnation		1.30		1.20		1.11		1.10		1.00		1.14
Covington		1.28		1.20		1.12		1.02		1.02		1.13
Duvall		1.40		1.66		1.20		1.16		1.32		1.35
Issaquah		1.00		0.94		0.87		0.79		0.80		0.88
Maple Valley		1.19		1.13		1.04		0.96		0.95		1.05
Newcastle		1.86		1.76		1.62		1.49		1.51		1.65
Sammamish		1.99		1.93		1.72		1.57		1.50		1.74
Snoqualmie		2.55		2.78		2.55		2.32		2.33		2.50
Average	\$	1.62	\$	1.60	\$	1.45	\$	1.35	\$	1.34	\$	1.47

Source: King County Assessor -Cities & Towns Levy Rates - Regular Levy



City Share of Total Levy Rate (including Fire Levies)												
City	2016		2017		2018		2019		2020		5-Yr Avg	
North Bend	\$	1.39	\$	1.29	\$	1.22	\$	1.18	\$	1.11	\$	1.24
Black Diamond		2.24		2.13		2.03		1.91		1.88		2.04
Carnation		2.37		2.27		2.17		2.15		2.05		2.20
Covington		2.19		2.04		1.89		1.73		2.02		1.97
Duvall		3.36		3.53		2.85		2.85		2.22		2.96
Issaquah		1.00		0.94		0.87		0.79		0.80		0.88
Maple Valley		2.87		2.44		2.59		2.47		2.50		2.57
Newcastle		1.86		1.76		1.62		1.49		1.51		1.65
Sammamish		1.99		1.93		1.72		1.57		1.50		1.74
Snoqualmie		2.55		2.78		2.55		2.32		2.33		2.50
Average	\$	2.18	\$	2.11	\$	1.95	\$	1.85	\$	1.79	\$	1.98

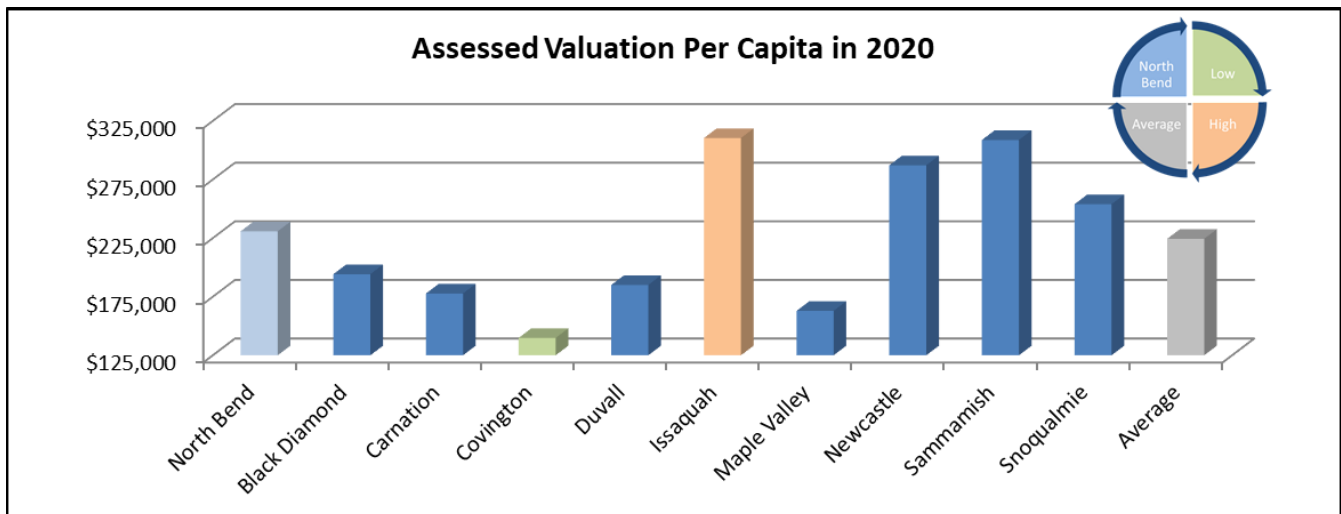
Source: King County Assessor -Cities & Towns Levy Rates - Regular Levy

Key	Low	High	Average	North Bend
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Property and Sales Tax Comparisons

Assessed Valuation						
City	2016	2017	2018	2019	2020	5-Yr Avg
North Bend	1,092,011,439	1,193,543,129	1,361,174,490	1,466,838,997	1,720,587,323	\$ 1,366,831,076
Black Diamond	651,364,791	700,633,535	749,551,511	856,457,242	1,010,636,846	793,728,785
Carnation	200,238,087	249,646,098	31,726,880	341,247,041	402,535,850	245,078,791
Covington	1,936,729,237	2,161,223,510	2,419,346,906	2,699,727,280	2,870,055,119	2,417,416,410
Duvall	958,828,830	1,027,363,889	1,185,873,122	1,305,245,996	1,470,525,425	1,189,567,452
Issaquah	7,815,269,847	8,688,912,468	9,851,529,888	11,227,403,873	12,007,393,649	9,918,101,945
Maple Valley	2,985,367,816	3,222,154,566	3,616,797,854	4,065,574,785	4,337,773,278	3,645,533,660
Newcastle	2,474,381,853	2,672,400,631	3,246,294,664	3,597,010,654	3,694,577,615	3,136,933,083
Sammamish	13,660,369,598	14,413,401,398	16,572,414,194	18,755,950,442	20,095,772,302	16,699,581,587
Snoqualmie	2,351,271,777	2,472,088,553	2,833,070,927	3,248,157,738	3,473,387,729	2,875,595,345
Average	3,412,583,328	3,680,136,778	4,186,778,044	4,756,361,405	5,108,324,514	\$ 2,875,595,345

Source: King County Assessor - Assessed Valuations & Taxes (Cities and Towns)



Assessed Valuation Per Capita						
City	2016	2017	2018	2019	2020	5-Yr Avg
North Bend	\$ 166,212	\$ 180,703	\$ 199,439	\$ 210,601	\$ 230,796	\$ 197,550
Black Diamond	151,304	161,622	171,915	189,272	194,167	173,656
Carnation	108,237	122,978	14,722	153,715	177,720	115,475
Covington	103,292	108,878	120,485	133,123	139,798	121,115
Duvall	129,135	136,982	154,915	166,485	184,972	154,498
Issaquah	225,940	241,158	265,468	298,681	310,349	268,319
Maple Valley	120,426	129,404	143,070	155,293	162,890	142,217
Newcastle	223,118	236,915	261,587	288,917	287,069	259,521
Sammamish	223,026	231,578	261,106	291,196	308,691	263,120
Snoqualmie	179,349	187,138	210,637	237,612	253,903	213,728
Average	\$ 162,648	\$ 172,961	\$ 178,212	\$ 212,699	\$ 224,395	\$ 190,183

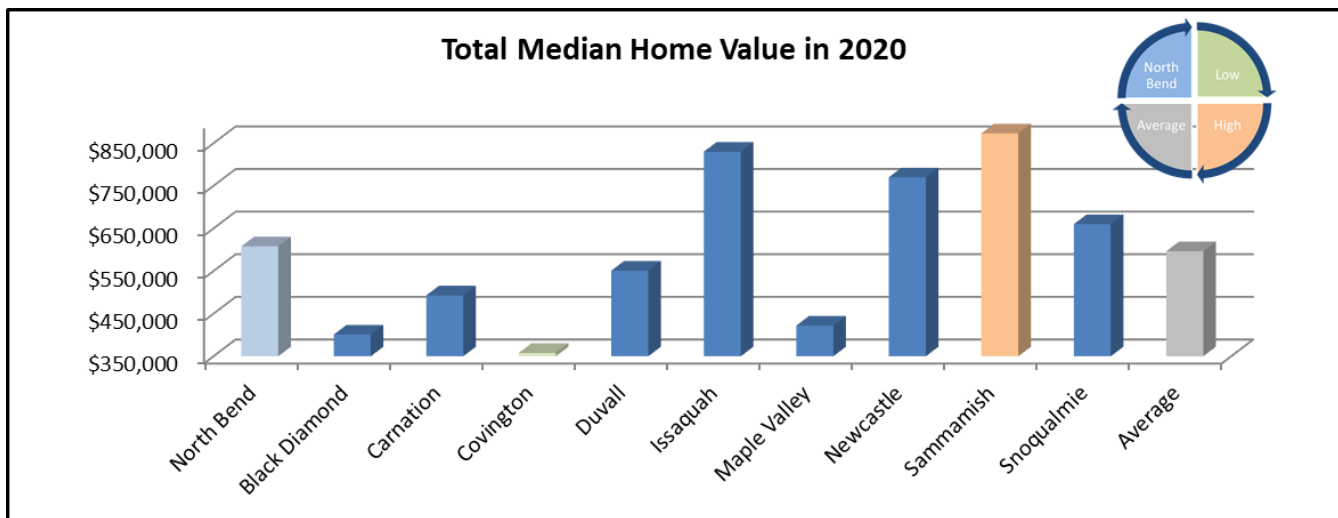
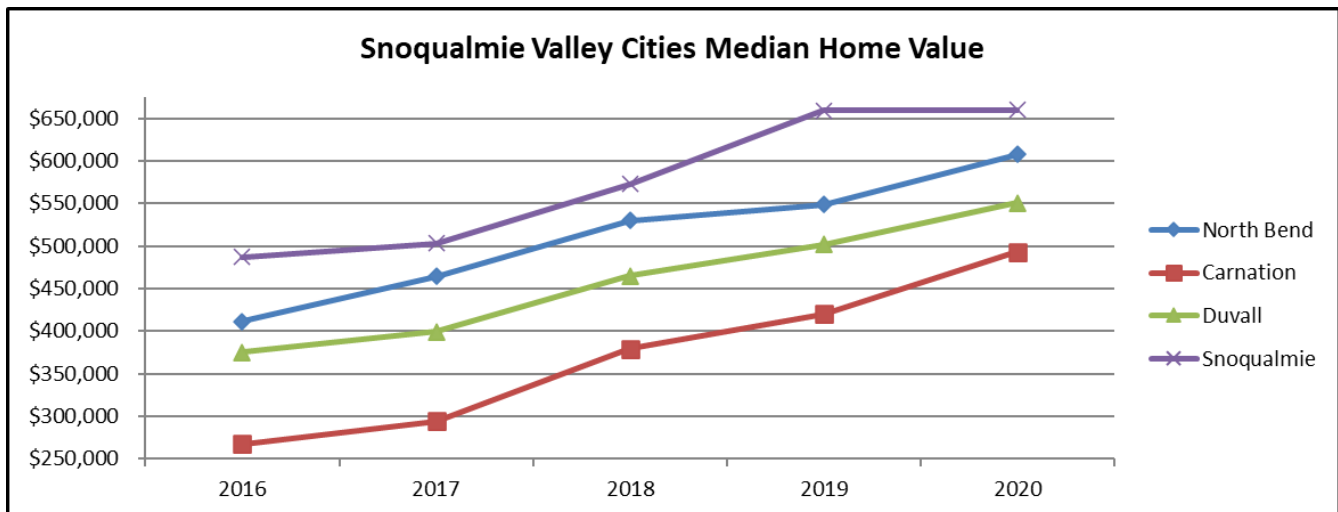
Assessed Valuation divided by Population

Key	Low	High	Average	North Bend
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Property and Sales Tax Comparisons

Median Home Value						
City	2016	2017	2018	2019	2020	5-Yr Avg
North Bend	\$ 411,000	\$ 464,000	\$ 530,000	\$ 549,000	\$ 608,000	\$ 512,400
Black Diamond	299,000	318,000	353,000	386,000	401,000	351,400
Carnation	267,000	294,000	379,000	420,000	493,000	370,600
Covington	254,000	279,000	313,000	349,000	358,000	310,600
Duvall	375,000	399,000	465,000	502,000	551,000	458,400
Issaquah	587,000	626,000	707,000	815,000	830,000	713,000
Maple Valley	314,000	336,000	377,000	412,000	422,000	372,200
Newcastle	585,000	621,000	717,000	827,000	770,000	704,000
Sammamish	630,000	650,000	740,000	824,000	873,000	743,400
Snoqualmie	487,000	503,000	573,000	659,000	660,000	576,400
Average	\$ 420,900	\$ 449,000	\$ 515,400	\$ 574,300	\$ 596,600	\$ 511,240

Source: King County Assessor - Assessed Values & Taxes by City

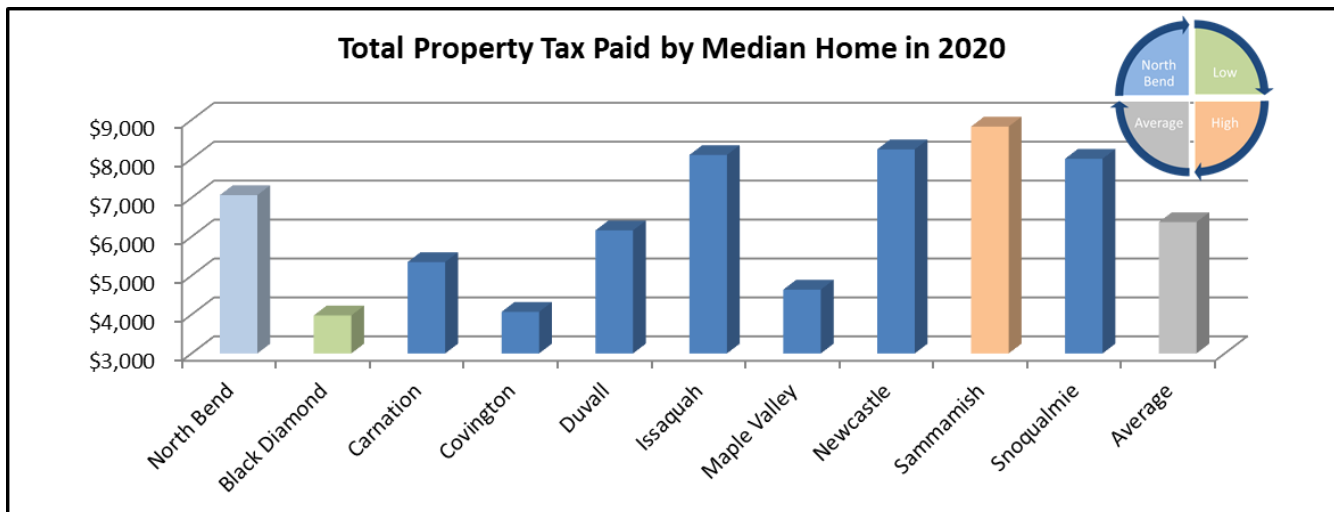


Key	Low	High	Average	North Bend
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Property and Sales Tax Comparisons

Total Property Tax Paid by Median Value Home								
City	2016	2017	2018	2019	2020	5-Yr Avg		
North Bend	\$ 5,138	\$ 5,542	\$ 6,530	\$ 6,202	\$ 7,067	\$ 6,096		
Black Diamond	3,528	3,517	4,035	3,648	3,976	3,741		
Carnation	3,169	3,305	4,347	4,418	5,347	4,117		
Covington	3,236	3,281	3,653	3,647	4,067	3,577		
Duvall	4,793	4,956	5,747	5,723	6,161	5,476		
Issaquah	5,923	6,204	7,275	7,555	8,098	7,011		
Maple Valley	4,318	4,257	4,958	4,367	4,639	4,508		
Newcastle	7,272	7,371	8,683	8,504	8,243	8,014		
Sammamish	6,804	6,754	7,896	7,986	8,828	7,654		
Snoqualmie	6,258	6,348	7,409	7,664	8,001	7,136		
Average	\$ 5,033	\$ 5,110	\$ 6,000	\$ 5,946	\$ 6,373	\$ 5,693		

Source: King County Assessor - Assessed Values & Taxes by City (Total Levy)



Population						
City	2016	2017	2018	2019	2020	5 Yr Growth %
North Bend	6,570	6,605	6,825	6,965	7,455	13.47%
Black Diamond	4,305	4,335	4,360	4,525	5,205	20.91%
Carnation	1,850	2,030	2,155	2,220	2,265	22.43%
Covington	18,750	19,850	20,080	20,280	20,530	9.49%
Duvall	7,425	7,500	7,655	7,840	7,950	7.07%
Issaquah	34,590	36,030	37,110	37,590	38,690	11.85%
Maple Valley	24,790	24,900	25,280	26,180	26,630	7.42%
Newcastle	11,090	11,280	12,410	12,450	12,870	16.05%
Sammamish	61,250	62,240	63,470	64,410	65,100	6.29%
Snoqualmie	13,110	13,210	13,450	13,670	13,680	4.35%
Average	19,684	20,153	20,663	21,018	21,436	11.93%

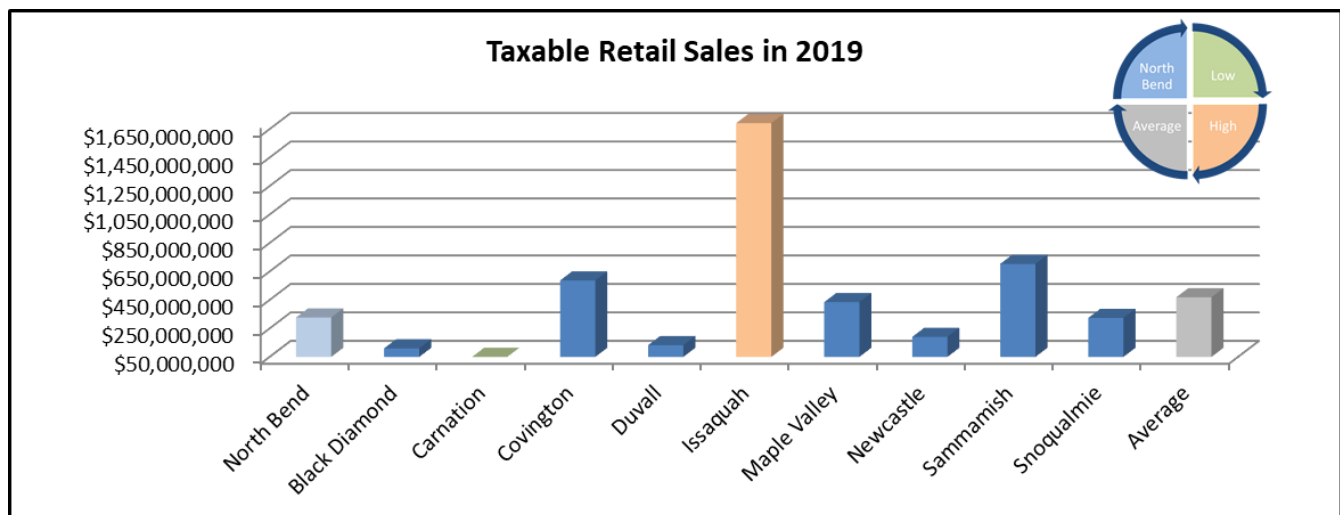
Source: State of Washington Office of Financial Management

Key	Low	High	Average	North Bend
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Property and Sales Tax Comparisons

City Taxable Retail Sales						
City	2015	2016	2017	2018	2019	5-Yr Avg
North Bend	\$ 235,915,200	\$ 239,807,351	\$ 256,372,910	\$ 298,194,938	\$ 326,528,960	\$ 271,363,872
Black Diamond	34,849,521	54,030,494	66,321,760	79,304,973	109,775,195	68,856,389
Carnation	37,412,864	48,866,676	52,136,889	53,090,105	47,782,101	47,857,727
Covington	454,178,398	518,752,007	562,269,537	597,129,803	586,725,874	543,811,124
Duvall	80,715,410	95,074,263	104,425,953	120,435,049	132,649,185	106,659,972
Issaquah	1,514,192,127	1,569,054,989	1,555,461,240	1,681,161,362	1,691,384,455	1,602,250,835
Maple Valley	310,922,429	404,795,437	381,052,244	421,240,747	434,360,678	390,474,307
Newcastle	136,951,500	191,980,921	171,924,271	153,472,291	190,461,938	168,958,184
Sammamish	493,982,928	607,417,416	659,046,916	731,890,059	703,126,177	639,092,699
Snoqualmie	191,067,058	219,577,990	299,542,809	335,978,979	323,907,122	274,014,792
Average	\$ 361,585,804	\$ 412,172,244	\$ 428,020,180	\$ 463,744,819	\$ 468,908,081	\$ 426,886,225

Source: Department of Revenue - Taxable Retail Sales by City



Sales Tax Per Capita						
City	2015	2016	2017	2018	2019	5-Yr Avg
North Bend	\$ 314	\$ 317	\$ 336	\$ 370	\$ 413	\$ 350
Black Diamond	74	104	138	144	208	134
Carnation	176	224	220	216	186	205
Covington	207	235	239	259	249	238
Duvall	93	110	123	137	145	122
Issaquah	393	392	379	403	394	392
Maple Valley	105	142	134	144	143	133
Newcastle	102	145	140	108	129	125
Sammamish	84	85	92	101	97	92
Snoqualmie	134	143	183	219	198	175
Average	\$ 152	\$ 176	\$ 183	\$ 192	\$ 194	\$ 180

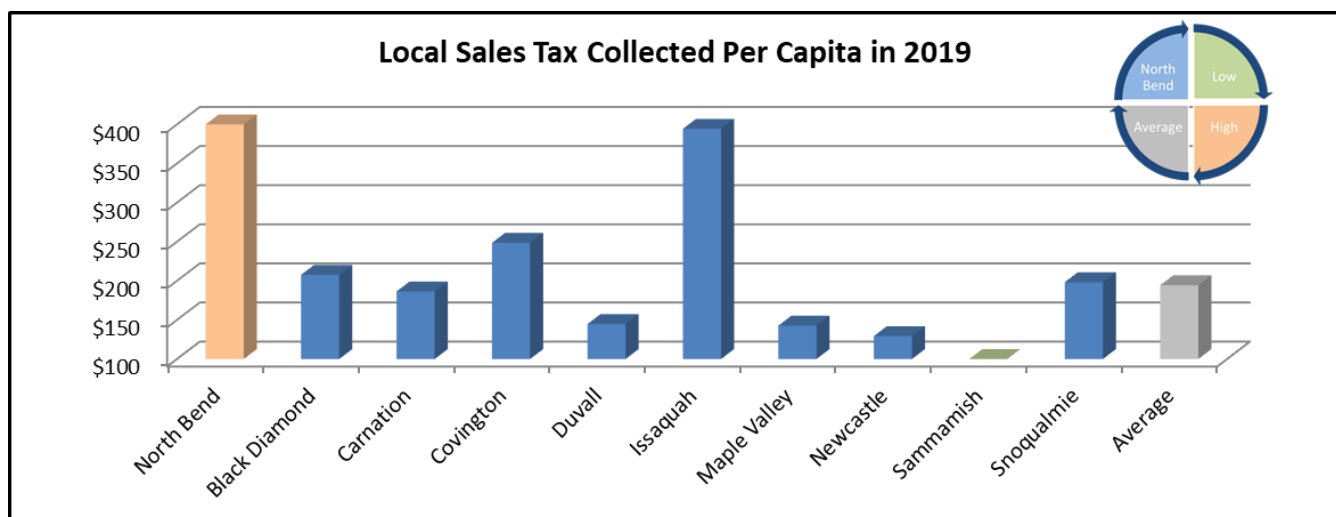
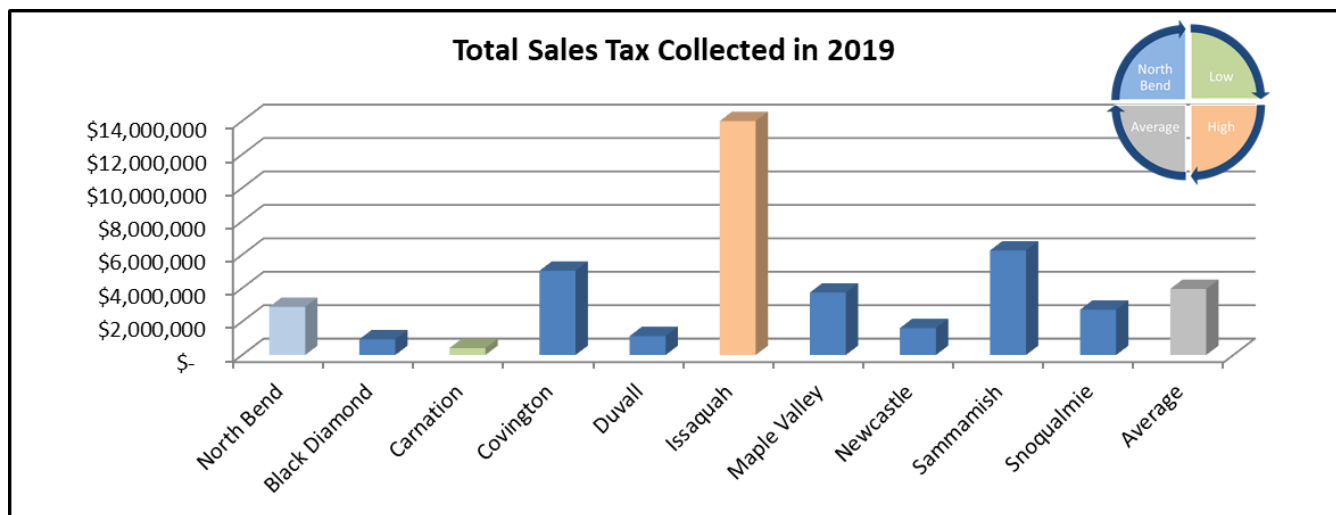
Total Sales Collected divided by Population

Key	Low	High	Average	North Bend
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Property and Sales Tax Comparisons

Total Sales Tax Collected							
City	2015	2016	2017	2018	2019	5-Yr Avg	
North Bend	\$ 2,026,603	\$ 2,082,827	\$ 2,221,409	\$ 2,527,091	\$ 2,880,014	\$ 2,347,589	
Black Diamond	311,927	447,147	599,718	630,007	939,262	585,612	
Carnation	315,841	414,197	446,938	465,309	413,787	411,214	
Covington	3,838,166	4,407,342	4,750,789	5,193,110	5,040,027	4,645,887	
Duvall	685,805	814,173	925,169	1,049,874	1,134,420	921,888	
Issaquah	13,112,707	13,561,529	13,642,851	14,960,625	14,822,401	14,020,023	
Maple Valley	2,592,963	3,518,199	3,339,956	3,628,165	3,735,420	3,362,941	
Newcastle	1,119,902	1,611,849	1,582,245	1,335,896	1,609,135	1,451,805	
Sammamish	4,200,799	5,199,427	5,730,786	6,391,879	6,254,934	5,555,565	
Snoqualmie	1,724,386	1,874,729	2,411,846	2,951,277	2,709,660	2,334,380	
Average	\$ 2,992,910	\$ 3,393,142	\$ 3,565,171	\$ 3,913,323	\$ 3,953,906	\$ 3,563,690	

Source: Department of Revenue - Local Sales & Use Tax Distributions



Key	Low	High	Average	North Bend
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The Budget Document

Authority and Guideline for Spending Public Funds

The budget is the legal authority to obligate public funds. It also provides policy direction by the City Council to the staff and community as well as a financial plan for the current year.

Preparation of the biennial budget involves every City official and employee. Each member of the City team has the opportunity and responsibility to contribute suggestions for projects and processes that would improve the City or use the City's resources more efficiently. Budget preparation is difficult, time consuming and frustrating, yet valuable and rewarding. The end result is a collaborative, comprehensive set of plans and directives for the management of a large and diverse entity's activities and resources for the coming year and beyond. The budget provides four functions:

1. **The budget as a policy document:** Decisions made during the budget process and documented herein reflect the general principles or plans that guide the actions taken for the future. As a policy document, the budget makes specific attempts to link desired goals and policy direction to the actual day-to-day activities of the City staff.
2. **The budget as a financial plan:** Financial planning is the most basic aspect of the budget process and is a requirement of state law. The budget must be adopted as a balanced budget and must be in place prior to the expenditure of any City funds. The budget is the legal authority to expend public monies and controls those expenditures by limiting the amount of the appropriation at the fund level. Revenues and beginning cash balances are estimated to determine the resources available in each fund. Council and staff expenditure requests, other commitments such as debt service requirements, and desired ending cash reserves are balanced against available resources to determine department and fund appropriations.
3. **The budget as an operational guide:** The functions and/or goals of each department and fund are described in the following sections, along with the objectives planned for the current biennium to perform those functions and meet those goals. The expenditures are then summarized by department, fund and for the City as a whole. This process assists in maintaining an understanding of the various operations of the city and how they relate to each other and to the attainment of the policy issues and goals of the City Council.
4. **The budget as a communication device:** The budget provides a unique opportunity to allow and encourage public review of City operations. The budget document describes the activities of the City, the reason or cause for those activities and future implications. The budget process invites individual citizens to provide direct input to the budget. Citizens are always welcome to discuss problems, desires and opportunities with the Mayor, City Council and staff. These discussions frequently lead to budget objectives. Additionally, the City holds a public hearing on the budget where the public is formally invited to participate in the budget process.



The Budget Document

Authority and Guideline for Spending Public Funds

Basis of the Budget

The budget is prepared on the cash basis of accounting: 1. Revenues are recognized when they are collected and 2. Expenditures are recognized when payment is made.

The annual financial report of the City is prepared on the same basis for all fund types (the General Fund, Special Revenue funds, Debt Service funds, and Proprietary funds). The budget can be directly compared to the operating reports in the annual financial report for all funds.

The basis for budgeting is consistent with state law and is practical both for preparing and managing the budget. The basis for reporting, although not consistent with Generally Accepted Accounting Principles (GAAP), is acceptable for Cash Basis cities in the State of Washington.

Amending the Budget

The City Administrator, Finance Director, or Mayor is authorized to transfer budget amounts between categories within funds or General Fund departments. However, any revisions that alter the total expenditures of a fund, or affect the number of authorized employee positions, salary ranges, hours or other conditions of employment, must be approved by the City Council. When the City Council determines that it is in the best interest of the city to increase or decrease the appropriation for a particular fund, it may do so by ordinance approved by one more than the majority of the City Council after holding a public hearing.



Financial Policies

Background and Purpose

The stewardship of public funds is one of the greatest responsibilities given to the officials and managers of the City of North Bend. Therefore, the establishment and maintenance of wise fiscal policies enables City officials to protect public interests and ensure public trust.

This document incorporates past financial practices in defining the current policies to be used by the City to meet its obligations and operate in a financially prudent manner. These policies have been established to provide general fiscal guidelines and are intended to provide sound direction in the management of the City's financial affairs.

Operating Budget Policies

The Municipal Budget is the central financial planning document that embodies all operating revenue and expenditure decisions. It establishes the level of services to be provided by each department within the confines of anticipated municipal revenues.

- The City Council will establish municipal service levels and priorities for the ensuing year prior to and during the development of the preliminary budget.
- The Mayor shall incorporate the Council's priorities in the formulation of the preliminary and final budget proposal.
- Adequate maintenance and replacement of the City's facilities, buildings, technology and equipment will be provided for in the biennial budget.
- The current fiscal year budget shall be balanced with current year resources and any other resources available from previous years provided that adopted levels of reserve funds are not included in the available resources from prior years.

Revenue and Expenditure Policies

Annual revenues are conservatively estimated as a basis for preparation of the biennial budget and City service programs.

Expenditures approved by the City Council in the biennial budget define the City's spending limits for the upcoming biennium. Beyond the requirements of law, the City will maintain an operating philosophy of cost control and responsible financial management.



Financial Policies - continued

- The City will maintain revenue and expenditure categories according to state statute and administrative regulation.
- Current revenues should be sufficient to support current expenditures. If a fund has a shortfall of revenues, resources from previous years may be used provided that adopted reserve levels for the fund are not utilized.
- All revenue forecasts will be performed utilizing accepted analytical techniques including three-year trending, forecast based on per capita intergovernmental revenues, sales tax revenues extracted from the prior complete year, minus known one-time lump sums for large construction projects.
- All fees for services shall be reviewed and adjusted (where necessary) at least every three years to ensure that rates are equitable and cover the total cost of service, or that percentage of total service cost deemed appropriate by the City.
- Revenues of a limited or indefinite term will be used for capital projects or one-time operating expenditures to ensure that no ongoing service program is lost when such revenues are reduced or discontinued.
- Grant applications to fund new service programs with state or federal funds will be reviewed by the City, as they become available, with due consideration being given to whether locally generated revenues will be required to support these programs when outside funding is no longer available.
- Should the city choose to use a bank loan to finance a project or a purchase, funds from said loan will be adequately segregated in the account system to ensure that balances are not co-mingled with the General Fund or any other project fund.
- The City of North Bend will establish and maintain Special Revenue Funds which will be used to account for proceeds from specific revenue sources to finance designated activities which are required by statute, ordinance, resolution or executive order.
- Annual expenditures will be maintained within the limitations of annual revenues or any previous year resources available outside of reserves adopted for the fund. The City will not use short-term borrowing to finance current operating needs without full financial analysis and prior approval of the City Council.
- In order to ensure the continuity of services, the City will budget no more sales tax revenue than was received in the prior complete year as a hedge against possible future economic events.
- Interest income revenue may be used to finance one-time capital or time-limited goods or services including debt service on councilmanic bond issues.
- All authorized positions will be budgeted for a full year unless specifically designated by the City Council as a partial-year position.



Financial Policies - continued

Accounting, Financial Reporting, and Auditing Policies

The City of North Bend will establish and maintain a high standard of accounting practices. Accounting and budgetary systems will, at all times, conform to Generally Accepted Accounting Principles, the State of Washington Budgeting Accounting Reporting System (B.A.R.S.) and local regulations.

- A comprehensive accounting system will be maintained to provide all financial information necessary to effectively operate the City.
- The City will meet the financial reporting standards set by the Governmental Accounting Standards Board.
- Full disclosure will be provided in all City financial reports and bond representations.
- An annual audit will be performed by the State Auditor's Office and include the issuance of a financial opinion.
- A quarterly report will be prepared within 45 days of the close of each calendar quarter. This report will include a budget variance report, fund balances, and discussion of performance, and will subsequently be available on the City's website.



Financial Policies - continued

Reserve and Fund Balance Policies

Adequate fund balance and reserve levels are a necessary component of the City's overall financial management strategy and a key factor in external agencies' measurement for bond rating of the City's financial strength.

Maintenance of fund balance for each relevant accounting fund assures adequate resources for cash flow and to mitigate short-term effects of revenue shortages.

City and State regulations have been established to allow the City of North Bend to create and maintain specific reserve funds. Prudent use of reserve funds enables the City to defray future costs, take advantage of matching funds, and beneficial (but limited) opportunities.

Reserve funds provide the City with the ability to exercise flexible financial planning in developing future capital projects. Reserve funds are necessary to enable the City to deal with unforeseen emergencies or changes in condition.

- The City will establish minimum fund balance targets for each fund based on the cash flow requirements of the fund. The City will include all fund balances in the biennial budget.
- The minimum fund balance will be attained and maintained through expenditure management, revenue management and/or contributions from the General Fund.
- All expenditures drawn from reserve accounts shall require prior Council approval unless previously authorized by the City Council for expenditure in the biennial budget.
- A Contingency Reserve Fund will be maintained in accordance with RCW 35A.33.145 to meet specific emergency expenditures as described in RCW 35A.33.080 and 35A. 33.090.
- The City shall maintain a General Fund Operating Reserve to serve as a "Rainy Day Fund" to address temporary revenue shortfalls in an amount equivalent to 10% of the General Fund Operating Budget. Annual contributions will be budgeted from General Fund resources as available to attain and maintain an established reserve level.
- Additional reserve accounts may be created by Council to account for monies for future known expenditures, special projects, or other specific purposes.
- All reserves will be presented in the biennial budget.



Financial Policies - continued

Enterprise Fund Policies

The City will establish enterprise funds for City services when 1) the intent of the City is that all costs of providing the service should be financed primarily through user charges; and/or 2) the City Council determines that it is appropriate to conduct a periodic review of net income for capital maintenance, accountability, or other public policy purposes.

- Enterprise funds will be established for City-operated utility services.
- Enterprise fund expenditures will be established at a level sufficient to properly maintain the fund's infrastructure and provide for necessary capital development.
- Each enterprise fund will maintain an adequate rate structure to cover the costs of all operations, including maintenance, depreciation, capital and debt service requirements, reserves (as established by fiscal policy or bond covenant), and any other cost deemed necessary.
- Rates may be offset from available fund cash after requirements are met for cash flow and scheduled reserve contributions.
- Enterprise fund services will establish and maintain reserves for general contingency and capital purposes consistent with those maintained for general governmental services.
- Revenue bonds shall be issued only when projected operating revenues are insufficient for the enterprise's capital financing needs.
- The City will ensure that net operating revenues of the enterprise constitute a minimum of 1.5 times the annual debt service requirements.
- The City will limit the maturities of all utility revenue bond issues to 25 years or less.



Financial Policies - continued

Debt Management Policies

The amount of debt issued by the City is an important factor in measuring its financial performance and condition. Proper use and management of borrowing can yield significant advantages. From a policy perspective, the City of North Bend uses debt in two ways: (1) as a mechanism to equalize the costs of needed improvements to both present and future citizens; and (2) as a mechanism to reduce the costs of substantial public improvements.

- City Council approval is required prior to the issuance of debt.
- An analytical review shall be conducted prior to the issuance of debt.
- The City will use the services of a legally certified and credible bond counsel in the preparation of all bond representations.
- The City of North Bend will not use long-term debt to support current operations.
- Long-term borrowing will only be used for capital improvements that cannot be financed from current revenues.
- Short-term borrowing will only be used to meet the immediate financing needs of a project for which long-term financing has been secured but not yet received.
- The issuance of bonds shall be financed for a period not to exceed a conservative estimate of the asset's useful life.
- Non-capital furnishings, supplies, and personnel will not be financed from bond proceeds.
- The City will use refunding bonds where appropriate, when restructuring its current outstanding debt.
- Reserves, interest costs, operating costs, and/or maintenance expenses will be capitalized only for enterprise activities; capitalized operating expenses will be strictly limited to those expenses incurred prior to actual operation of the facilities.
- The City will maintain a good credit rating at all times.
- Assessment bonds will be issued in place of general obligation bonds, where possible, to assure the greatest degree of public equity.
- Under most circumstances, the maturity of all assessment bonds shall not exceed 12 years.
- General Obligation bonds will be issued with maturities of 20 years or less.



Financial Policies - continued

- The voter approved general obligation debt of North Bend will not exceed an aggregated total of 7.5% of the assessed valuation of the taxable property within the City.
- The following individual percentages shall not be exceeded in any specific debt category:
 - General Debt – 2.5% of assessed valuation
 - Utility Debt – 2.5% of assessed valuation
 - Open Space and Park Facilities – 2.5% of assessed valuation
 - Limited-tax general obligation bonds will not exceed one and 1.5% of the City's current assessed property valuation.
 - Limited-tax general obligation bonds will be issued only if:
 - A project requires funding not available from alternative sources.
 - Matching fund monies are available which may be lost if not applied for in a timely manner.
 - Emergency conditions exist.



Financial Policies - continued

Capital Improvement Policies

North Bend's city government is accountable for a considerable investment in buildings, parks, roads, sewers, equipment and other capital investments. The preservation, maintenance, and future improvement of these facilities are a primary responsibility of the City. Planning and implementing sound capital improvement policies and programs today will help the City avoid emergencies and major costs in the future, therefore:

- The City will establish and implement a comprehensive multi-year Capital Improvement Program.
- The Capital Improvement Program will be prepared and updated biennially.
- The City Council will designate annual ongoing funding levels for each of the major project categories within the Capital Improvement Program.
- Financial analysis of funding sources will be conducted for all proposed capital improvement projects.
- An annual Capital Improvement Budget will be developed and adopted by the City Council as part of the biennial budget.

The Capital Improvement Program will be consistent with the Capital Facilities Element of the Comprehensive Plan.

Other Financial Policies

The City follows all federal, state, and local rules, regulations, ordinances and resolutions as applicable. Other finance-related policies and procedures include:

- Investment Policy
- Post Issuance Compliance Policy for Governmental Bonds
- Purchasing Policy
- Resolution Granting Signature Authority for Federal Grant Reimbursements
- Federal Award Standards
- Identity Theft Prevention Program – “Red Flag Rules”
- Small and Attractive Items Policies & Procedures



Glossary

Ad Valorem – A tax imposed on the value of property. Also known as Property Tax.

Annexation – The incorporation of land into an existing city with a resulting change in the boundaries of that city.

Appropriation – The legal spending level authorized by an ordinance of the City Council. Spending should not exceed this level without prior approval of the Council.

Assessed Valuation – The taxable portion of fair market value of both real and personal property as determined by the King County Assessor's Office that is used as the basis for levying annual property taxes.

Audit - An examination of the financial activities of an agency and the report based on such examination.

AWC – Association of Washington Cities.

B & O - Business and Occupation Tax.

Balanced Budget - A budget in which estimated revenues equal estimated expenditures.

BARS – The Budgeting, Accounting, and Reporting System prescribed by the Washington State Auditor's Office, used by all governmental entities in Washington State.

Beginning Fund Balance – Each City fund uses this revenue account to record estimated and actual resources available for expenditure in one fiscal year because of revenues collected in excess of expenditures in prior fiscal years.

Benefits – City-provided employee benefits such as social security insurance, retirement, worker's compensation, life insurance, medical insurance, vision insurance, dental insurance, and long-term disability.

Biennial Budget – A biennial budget has a duration of two years, which the City of North Bend separates into two distinct fiscal years. The State of Washington requires the first year to be an odd-numbered year.

Bond - An interest-bearing certificate issued by a government or business, redeemable on a specific date; used as a measure of raising funds for capital improvements.

Bond Rating – The credit worthiness of a government as determined by an independent rating agency. Also known as a Credit Rating.

Budget - A comprehensive financial plan to sustain municipal operations during a given year with related explanation.

Budget Adjustment or Budget Amendment – An accounting transaction to modify a budget appropriation – by Council adoption of an ordinance, or by Finance Director authorization to adjust appropriations within a fund.

Budget Calendar – The schedule of key dates or milestones which the City follows during the preparation, adoption and administration of the budget.

Budget Document – the City's budget document is used to present a comprehensive financial spending plan to its citizens, the City Council, and other interested parties.

Budget Message – A message prepared by the Mayor to provide City Council and the public with a general summary of the most important aspects of the budget, articulating the City's goals, and identifying budget impacts and changes.

Budgetary Control – Budgetary safeguards used to ensure that expenditures do not exceed a fund's legally authorized appropriation.



Glossary - continued

Capital Asset – Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Facilities Plan (CFP) – The CFP is a comprehensive financial plan and needs assessment that identifies and prioritizes funding for capital improvements such as facilities, parks, transportation, and utility projects.

Capital Improvement Program (CIP) - A plan for future capital expenditures which identifies each capital project, its anticipated start and completion, and allocates existing funds and known revenue sources over a six-year period.

Capital Improvements - Projects to create, expand, or modify a capital facility. The project may include design, permitting, environmental analysis, land acquisition, construction, landscaping, site improvements, initial furnishings, and equipment.

Capital Outlay – Expenditures made to acquire fixed assets or additions to them usually made from the general fund or utility fund where the assets are to be used.

Capital Projects Fund – A fund created to account for financial resources designated for acquisition, construction, or renovation of major capital facilities (other than those financed by proprietary funds, special assessment funds, and trust funds).

Cash Basis – The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid. The City of North Bend uses the cash basis method of accounting for both budgeting and reporting.

Cash Management – The process of managing monies for the City to ensure operating cash availability and safe investment of idle cash.

Certificate of Deposit – A negotiable or non-negotiable receipt for monies deposited in a bank or other financial institution for a specified period for a specified rate of interest.

Community Development Block Grant (CDBG) - A federal funding program that provides annual funding for eligible local governments including housing and community development programs targeted primarily to low-income persons and neighborhoods.

Comprehensive Plan (Comp Plan) – A general plan required by the Growth Management Act that outlines growth and land use for residential, commercial, industrial, and open space areas.

Concurrency – The improvements that are in place at the time the impacts of development occur, or that the necessary financial commitments are in place. Public facilities and services shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.

Consumer Price Index (CPI) – An index established and updated by the Federal Department of Labor. It measures the change in prices paid over a period of time for a fixed set of goods and services.

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

Cost Allocation – The assignment of applicable costs from one department that reimburses another department for services received.

Councilmanic Bonds – Bonds that can be authorized by the City Council without a vote of the public in an amount up to .75 percent of the assessed valuation of the City.

Current Expense Fund – This fund is used to pay the expenses and liabilities of the City's general services and programs. It is commonly called the General Fund.



Glossary - continued

Debt – An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds and notes.

Debt Limits - The maximum amount of debt that a governmental unit may incur under constitutional, statutory, or charter requirements.

Debt Management - Borrowing enables a jurisdiction to free itself from the constraints of current revenues, raise large sums of money, and obligate future citizens to repay the debt. To ensure that the power to borrow is used prudently, it is carefully regulated and managed by a set of policies and procedures known as debt management.

Debt Service - Payments to creditors, primarily the holders of municipal bonds. Debt service includes principal, interest, and minor incidentals such as paying agents' fees.

Debt Service Fund – A fund that accounts for the payment of debt service on general obligations of the City.

Deficit – An excess of expenditures over revenues.

Department – A major administrative division of the City, which indicates overall management responsibility for an operation or group of related operations within a functional area.

Depreciation – Expiration in the service life of capital assets attributable to wear and tear, deterioration, inadequacy or obsolescence. Depreciation is also that portion of the cost of a capital asset which is charged as an expense during a particular period.

Development Activity – Any construction, expansion, or change in the use of a building or structure, or use of land, or change in use of land, which creates additional demand and need for public facilities or services.

Effluent - The liquid that flows out of a facility or household into a water body or sewer system. For example, the treated liquid discharged by a wastewater treatment plant is the plant's effluent.

Encumbrance – The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Ending Fund Balance – The cash balance remaining at the end of the fiscal year available for appropriation in future years.

Enterprise Fund – A type of proprietary fund in which the direct beneficiaries pay for all costs of the fund through fees and charges. Utility operations are accounted for in enterprise funds.

Estimated Revenue – The amount of revenue projected to be collected during a fiscal period.

Expenditures - The spending of money by the municipality for the programs and projects included within the approved budget.

FICA – Federal Insurance Contribution Act is an employment tax levied against both an employee and employer for Social Security and Medicare taxes.

Fiduciary Fund – The trust and agency funds used to account for assets held by the City in a trustee capacity.

Fiscal Year (FY) – The time period designated by the City signifying the beginning and ending dates for recording financial transactions. The City of North Bend has specified January 1 through December 31 as its fiscal year.

Fixed Assets – Assets such as land, building, machinery, furniture, and other equipment. The City has defined fixed assets as those with an acquisition cost of \$5,000 or more and a minimum estimated life of two years.



Glossary - continued

Full Faith and Credit – A pledge of any and all resources available to the City, including general taxing power, to repay its debt obligations.

FTE – “Full time equivalent employee.” An FTE is a City employee who works a 40-hour work week. A 0.5 FTE is an employee who works a 20-hour work week, or half-time.

Fund – A self-balancing group of accounts that includes revenues and expenditures.

Fund Balance – The excess of current assets over current liabilities (plus any reserves).

GAAFR - The “Governmental Accounting, Auditing and Financial Reporting” book published by the Government Finance Officers Association to provide guidance for the application of accounting principles for governments.

GAAP – “Generally Accepted Accounting Principles” which are mostly determined by the GASB for governments.

GASB – The “Government Accounting Standards Board,” which determines the underlying principles to be used in accounting for governmental activities.

General Government Revenue – The revenues of a government other than those derived from and retained in Enterprise Funds.

General Fund – The fund of the City that accounts for all activity not specifically accounted for in other funds. This fund includes general-purpose operations such as planning, parks, police, fire, administration and engineering.

General Obligation Debt - Local governments can raise revenues by selling tax-exempt municipal bonds and incurring debt. General obligation debt carries an unconditional promise by the local government to levy the taxes necessary to make the interest and principal payments required to retire the debt. In Washington State, general obligation debt can either be voted or non-voted (Councilmember) debt. Non-voted debt is limited to 1.5% of the assessed valuation, and total general obligation debt is limited to 2.5% of assessed valuation.

G.O. - See General Obligation Debt.

Goal – A statement of broad direction, purpose, or intent.

Governmental Fund Types – Funds that provide general government services. These include the general fund, special revenue funds, capital project funds, and debt service funds.

Grant – A contribution by a government or other organization to support a particular function.

Growth Management Act (GMA) – Legislation passed by the Washington State Legislature in 1990 which requires that certain cities and counties plan for population growth and to identify funding alternatives for the facilities needed by the increased population. The resulting plan is called the Comprehensive Plan.

Impact Fees – Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks).

Implicit Price Deflator (IPD) – An index used by the State to determine allowable annual growth in inflation for property tax calculation.

Improvement District – An area that is established to receive specific capital improvements or services deemed to benefit primarily those properties within its boundaries.

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

Interfund Loans – A loan made by one fund to another and authorized by resolution or ordinance.



Glossary - continued

Interfund Services – Services provided by one fund to another and are considered as reciprocal interfund activities because payment is made for services received. The City records and reports those transactions as “charges for service revenues and expenditures” in the appropriate funds.

Interfund Transfer - Payment from one fund to another fund primarily for work or services provided.

Intergovernmental Revenues – Interfund charges to pay for quasi-external transactions of the fund.

Internal Controls – A system of controls established by the City that are designed to safeguard the assets of the City and provide reasonable assurances as to the accuracy of financial data.

Internal Service Funds – A type of proprietary fund that accounts for the goods and services provided to other units of the City. Payment by the benefiting unit on a cost-reimbursement basis is intended to fund the cost of providing such services.

Latecomer Fees – Fees paid by developers or future service users for their share of past improvements financed by others.

Lease Purchase Agreement – A contractual agreement by which capital outlay may be purchased by making annual lease payments.

Levy Lid – A statutory restriction on the annual increase in the amount of property tax a given public jurisdiction can assess on regular or excess levies.

Levy Rate – The property tax percentage rate used in computing the property tax amount to be paid.

Licenses and Permits – A revenue category of the City primarily derived from business licenses and building or development permits.

LID – “Local Improvement District.” A financing mechanism that permits the building of public infrastructure improvements which benefit a confined area and where the costs for those improvements are to be paid by the benefiting area landowners.

Line-Item Budget – A budget that lists each expenditure category (salaries, materials, phone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt – Debt that matures more than one year after the date of issuance.

LTGO – Limited Tax General Obligation bonds are non-voter approved bonds for which the full faith and credit of the insuring government are pledged for payment.

Maturity Date – The date by which long-term debt is scheduled to be paid off.

Mitigation Fees – Contributions made by developers toward future improvements of City facilities resulting from the additional demand on the City’s facilities generated from the development.

Net Assets – Excess of the value of assets (cash, investments, receivables, and other assets) over the value of liabilities.

Non-Departmental – This category has the sole purpose of accounting for all expenditures the City cannot specifically designate to any operating department within a fund.

NPDES – National Pollutant Discharge Elimination System, a permit system administered by the United States Environmental Protection Agency.



Glossary - continued

Operating Budget – The annual appropriation to maintain the provision of city services to the public.

Operating Expenditures – Ongoing current expenditures to pay for the normal, recurring costs of the City.

Ordinance - An enforceable municipal law, statute or regulation, which applies to all citizens within that municipality; penalty provisions may apply.

Other Services and Charges – A basic classification for services, other than personnel services, which are needed by the City. This item includes professional services, communications, travel and training, advertising, dues and subscriptions, printing, public utility services, repairs and maintenance.

Overlapping Debt – The City's proportionate share of the debt of other local governmental units which either overlap it or underlie it. The debt is generally apportioned based on assessed value.

PERS – Public Employees Retirement Systems provided by the State of Washington for all City employees other than Police and Fire.

Personnel Services – Expenditures that include all salaries, wages, and benefits for all part-time, full-time, seasonal and temporary employees.

Policy – A policy is a guiding principle which defines the underlying rules which will direct subsequent decision-making processes.

Preliminary Budget – That budget which is proposed by staff to the City Council and has not yet been adopted by the Council. This may also be called a Proposed Budget.

Property Tax - A tax levied on the assessed value of real property.

Proprietary Fund – A group of funds that account for the activities of the City that are of a proprietary or “business” character. There are two different types of proprietary funds: enterprise funds and internal service funds.

Public Hearing – A public hearing is a specifically designated time, place, and opportunity for citizens, community groups, businesses, and other stakeholders to address the City Council on a particular issue. It allows interested parties to express their opinions and the City Council and/or staff to hear their concerns and advice.

RCW – The acronym “RCW” stands for Revised Code of Washington which is Washington State Law.

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

Resolution – A formal statement of a decision or expression of an opinion of the City Council.

Restricted Fund Balance – Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

Revenue Bonds - Bonds sold for which the principal and interest are payable exclusively from the earnings of a specific revenue source and which do not pledge the property credit or general tax revenue of a city. These are typically associated with the water/sewer utility funds.

Revenues - Moneys received or anticipated by a local government from either tax or non-tax sources.

Revised Code of Washington (RCW) – Washington State law.

Risk Management – Protecting a government's assets against loss in the most efficient and effective method.



Glossary - continued

Salaries and Wages – Amounts paid for personnel services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts.

Special Revenue Funds – General government funds for which the source of monies is dedicated to a specific purpose.

State Shared Revenue – Revenues received from the State of Washington from sources like the liquor tax and gas taxes.

Supplies – A basic classification of expenditures for articles and commodities purchased for consumption or resale. Examples include office and operating supplies, fuel, inventory or resale items, and small tools and equipment.

System Development Charges – A charge levied on new construction to help pay for additional expenses created by this growth or to compensate for already existing capacity in key facilities and systems already in place which support the new development.

Tax - An amount levied upon individuals or property to fund government goods and services.

Tax Exempt Property - Property, which because of its ownership or use, is not subject to property taxation and meets state requirements for tax-exempt status.

Tax Rate – The amount of tax stated in terms of units per \$1,000 of assessed value of taxable property. The tax rate is the result of dividing the tax levied by the assessed value of the taxing district.

Transportation Improvement Program (TIP) – A TIP is required to be prepared annually and prioritizes transportation projects and potential funding sources.

Trust and Agency Funds – Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies.

Unappropriated Ending Fund Balance – An amount set aside in the budget to be used as a cash carryover to the next year's budget to provide needed cash flow until other money is received. No expenditures can be made from the Unappropriated Ending Fund Balance during the fiscal year in which it is budgeted.

User Fees – The payment of a fee for direct receipt of a public service by the person benefiting from the service.

Utility Local Improvement District (ULID) - Created only for improvements to sewer, water, and other utilities and differs from a LID in that all assessment revenues must be pledged for payment of debt service of bonds issued to finance the improvements.

UTGO - Unlimited Tax General Obligation bonds are voter approved and retired by a tax levy commonly referred to as an excess levy.

Vision – An objective that lies outside the range of planning. It describes an organization's more desirable future state.



Acronyms

ADA	Americans with Disabilities Act
AWC	Association of Washington Cities
BARS	Budgeting, Accounting & Reporting System
B&O	Business & Occupation
CD	Certificate of Deposit
CDBG	Community Development Block Grant
CEMP	Comprehensive Emergency Management Plan
CERT	Community Emergency Response Team
CIP	Capital Improvement Program
CFP	Capital Facilities Plan
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
DEM	Department of Emergency Management
DOE	Department of Ecology
DOT	Department of Transportation
EFR	Eastside Fire & Rescue
EIS	Environmental Impact Statement
EM	Emergency Management
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESA	Endangered Species Act
FEMA	Federal Emergency Management Agency
FICA	Federal Insurance Contribution Act
FTE	Full-Time Equivalent
GAAFR	Government Accounting, Auditing and Financial Reporting
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographical Information System
GMA	Growth Management Act
GO	General Obligation
ICS	Incident Command System
IPD	Implicit Price Deflator
LID	Local Improvement District



Acronyms - continued

LGIP	Local Government Investment Pool
LOS	Level of Service
LTGO	Limited Tax General Obligation
MRSC	Municipal Research Services Center
NBMC	North Bend Municipal Code
NPDES	National Pollution Discharge Elimination System
OFM	Office of Financial Management
PEG	Public Education and Government
PERS	Public Employees Retirement System
PSRC	Puget Sound Regional Council
PUD	Public Utilities District
PWTF	Public Works Trust Fund
RCW	Revised Code of Washington
REET	Real Estate Excise Tax
RMSA	Risk Management Service Agency
ROW	Right-of-Way
SCA	Sound Cities Association
SEPA	State of Washington Environmental Policy Act
SRF	State Revolving Fund
SWM	Surface Water Management
TBD	Transportation Benefit District
TIB	Transportation Improvement Board
TIP	Transportation Improvement Program
ULID	Utility Local Improvement District
UTGO	Unlimited Tax General Obligation
WAC	Washington Administrative Code
WFOA	Washington Finance Officers Association
WSDOT	Washington State Department of Transportation
WWTP	Wastewater Treatment Plant





Find more information about the City of North Bend visit us at:



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