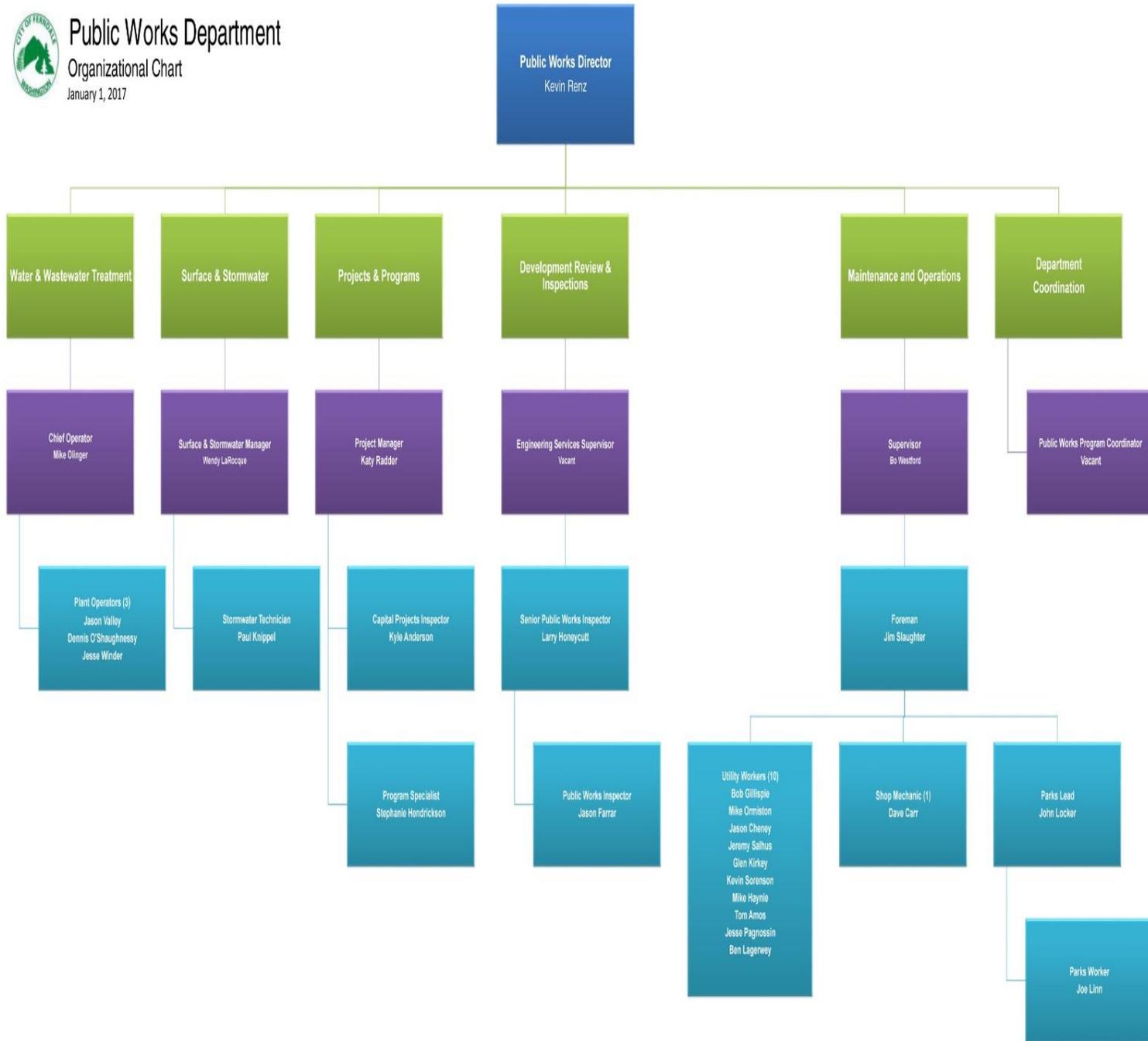




# Public Works Department

## Organizational Chart

January 1, 2017





## City of Ferndale Goals & Accomplishments

**Department:** STREET FUND

**Program Fund No.** 101

**Division:** Same

**Program BARS No.** 101.000.XXX

**Director:** Kevin Renz

**Title:** Public Works Director

**Program Mission/Vision Statement:** The mission of the Street Fund is to provide for the ongoing maintenance of the City’s street system. The Street Fund is divided into departments that are responsible for capital projects, sidewalks, administration, roadway, street lighting, traffic control, snow and ice, and street cleaning. Major revenues for this fund include Fuel Taxes; however, this source of revenue is inadequate to cover all the required expenditures.

	REVENUES				
	2013	2014	2015	2016	2017
#101 STREET FUND	Actual	Actual	Actual	Actual	Projected
Motor Vehicle Fuel Tax	\$244,705	\$253,499	\$267,825	\$275,005	\$276,130
Encroachment Permits	16,800	17,800	16,350	18,900	16,974
Grants/Donations	516,671	354,466	25,346	540,564	1,414,700
Misc./Latecomers	20,901	11,444	618	18,256	15,713
Transfers In - Traf. Mitigation 104	0	10,000	5,000	107,797	250,000
Trans. In - REET 1 301	0	0	0	107,797	100,000
Trans. In - From Solid Waste Utility Tax 005	575,000	484,000	670,328	683,000	748,690
Payments From TBD .2% Sales Tax	26,129	50,000	423,647	450,000	330,000
<b>Total Revenue</b>	<b>\$1,400,206</b>	<b>\$1,181,209</b>	<b>\$1,409,114</b>	<b>\$2,201,319</b>	<b>\$3,152,207</b>



**EXPENDITURES**

	Actual	Actual	Actual	Actual	Budget
<b>STREET FUND</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>TRANSFERS/CAPITAL PROJECTS</b>	\$557,361	\$396,856	\$441,546	\$1,265,931	\$1,995,500
<b>SIDEWALKS</b>					
SALARIES	\$2,672	\$8,704	\$3,683	\$5,253	\$13,472
BENEFITS	1,414	4,403	2,091	2,813	7,790
SUPPLIES	873	4,184	5,844	3,671	6,000
<b>TOTAL SIDEWALKS</b>	<b>\$4,959</b>	<b>\$17,291</b>	<b>\$11,618</b>	<b>\$11,736</b>	<b>\$27,262</b>
<b>ROADWAY ADMINISTRATION</b>					
SALARIES	\$84,611	\$80,448	\$132,755	\$95,954	\$193,671
BENEFITS	41,270	43,117	40,963	46,320	82,497
SUPPLIES	1,303	1,503	1,312	3,054	1,100
OTHER CHARGES & SERVICES	165,352	177,299	197,187	185,264	219,296
<b>TOTAL ROADWAY ADMIN</b>	<b>\$292,536</b>	<b>\$302,367</b>	<b>\$372,217</b>	<b>\$330,592</b>	<b>\$496,564</b>
<b>ROADWAY</b>					
SALARIES	\$124,931	\$86,490	\$110,579	\$99,055	\$100,996
BENEFITS	69,860	42,435	69,994	49,256	56,091
SUPPLIES	42,899	20,955	15,906	22,742	27,000
OTHER CHARGES & SERVICES	29,184	43,109	80,999	85,328	52,100
CAPITAL OUTLAY	0	0	0	0	6,250
<b>TOTAL ROADWAY</b>	<b>\$266,874</b>	<b>\$192,989</b>	<b>\$277,478</b>	<b>\$256,382</b>	<b>\$242,437</b>
<b>STREET LIGHTING</b>	<b>\$173,534</b>	<b>\$197,714</b>	<b>\$195,517</b>	<b>\$200,981</b>	<b>\$200,000</b>
<b>TRAFFIC CONTROL</b>					
SALARIES	\$12,222	\$26,929	\$28,660	\$36,684	\$28,739
BENEFITS	7,167	15,190	16,639	19,135	16,620
O & M SUPPLIES	16,787	21,407	15,547	24,209	25,000
OTHER CHARGES & SERVICES	0	0	24,128	638	0
<b>TOTAL TRAFFIC CONTROL</b>	<b>\$36,176</b>	<b>\$63,526</b>	<b>\$84,974</b>	<b>\$80,666</b>	<b>\$70,359</b>
<b>SNOW &amp; ICE</b>					
SALARIES	\$2,705	\$13,280	\$512	\$12,700	\$29,249
BENEFITS	1,500	7,187	311	6,858	15,022
SUPPLIES	1,647	4,908	0	8,162	5,200
<b>TOTAL SNOW &amp; ICE</b>	<b>\$5,852</b>	<b>\$25,375</b>	<b>\$823</b>	<b>\$27,720</b>	<b>\$49,471</b>
<b>STREET CLEANING</b>					
SALARIES	\$8,171	\$12,989	\$13,546	\$15,899	\$16,166
BENEFITS	5,070	7,221	7,973	9,136	9,348
SUPPLIES	608	0	0	0	5,200
<b>TOTAL STREET CLEANING</b>	<b>\$13,849</b>	<b>\$20,210</b>	<b>\$21,519</b>	<b>\$25,035</b>	<b>\$30,714</b>
<b>TOTAL STREET FUND</b>	<b>\$1,351,141</b>	<b>\$1,216,328</b>	<b>\$1,405,692</b>	<b>\$2,199,043</b>	<b>\$3,112,307</b>



<b>STREET FUND EXPENDITURES REPORTED BY CATEGORY</b>	<b>Actual 2013</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>
SALARIES	\$235,312	\$228,840	\$289,735	\$265,544	\$382,293
BENEFITS	126,281	119,553	137,971	133,517	187,368
SUPPLIES	64,117	52,957	38,609	61,839	69,500
OTHER CHARGES & SERVICES	368,070	418,122	497,831	472,211	471,396
TRANSFERS/CAPITAL OUTLAY	557,361	396,856	441,546	1,265,931	2,001,750
<b>TOTAL EXPENDITURES</b>	<b>\$1,351,141</b>	<b>\$1,216,328</b>	<b>\$1,405,692</b>	<b>\$2,199,043</b>	<b>\$3,112,307</b>

<b>STREET FUND REPORTED BY DEPARTMENT</b>	<b>Actual 2013</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>
SIDEWALKS	\$4,959	\$17,291	\$11,618	\$11,736	\$27,262
ROADWAY ADMINISTRATION	292,536	302,367	372,217	330,592	496,564
ROADWAY MAINTENANCE	266,874	192,989	277,478	256,382	236,187
STREET LIGHTING	173,534	197,714	195,517	200,981	200,000
TRAFFIC CONTROL	36,176	63,526	84,974	80,666	70,359
SNOW & ICE REMOVAL	5,852	25,375	823	27,720	49,471
STREET CLEANING	13,849	20,210	21,519	25,035	30,714
CAPITAL PROJECTS - ALL	557,361	396,856	441,546	1,265,931	2,001,750
<b>TOTAL EXPENDITURES</b>	<b>\$1,351,141</b>	<b>\$1,216,328</b>	<b>\$1,405,692</b>	<b>\$2,199,043</b>	<b>\$3,112,307</b>



## City of Ferndale Goals & Accomplishments

**Department:** PARK MITIGATION FUND      **Program Fund No.** 102  
**Division:** Same      **Program BARS No.** 102.000.XXX  
**Director:** Sirke Salminen      **Title:** Finance Director

**Program Mission/Vision Statement:** The purpose of the Park Mitigation Fund is to account for the mitigation payments provided by new development in the City. The mitigation payments are intended to offset the impact that new development has on the amount and quality of park facilities within the City. These payments are intended to be expended on improving park facilities within Ferndale in accordance with the Parks Capital Improvement Plan (CIP).

### REVENUES

	2013	2014	2015	2016	2017
<b>#102 PARK MITIGATION</b>	Actual	Actual	Actual	Actual	Projected
Park Mitigation Fees	\$139,996	\$99,239	\$107,682	\$227,254	\$218,273
Investment Interest	58	18	73	270	0
<b>Total Revenue</b>	<b>\$140,054</b>	<b>\$99,257</b>	<b>\$107,755</b>	<b>\$227,524</b>	<b>\$218,273</b>

### EXPENDITURES

	Actual	Actual	Actual	Actual	Budget
<b>#102 PARK MITIGATION</b>	2013	2014	2015	2016	2017
TRANSFERS OUT	\$117,301	\$122,467	\$97,162	\$117,134	\$161,455
<b>TOTAL EXPENDITURES</b>	<b>\$117,301</b>	<b>\$122,467</b>	<b>\$97,162</b>	<b>\$117,134</b>	<b>\$161,455</b>



## City of Ferndale Goals & Accomplishments

**Department:** TRAFFIC MITIGATION FUND    **Program Fund No.** 104  
**Division:** Same    **Program BARS No.** 104.000.XXX  
**Director:** Sirke Salminen    **Title:** Finance Director

**Program Mission/Vision Statement:** The purpose of the Traffic Mitigation Fund is to account for the mitigation payments (TIF fees) provided by new development in the City. The mitigation payments are intended to offset the impact that new development has on the amount and quality of streets within the City. These payments are intended to be expended on improving the transportation system within Ferndale.

### REVENUES

	2013	2014	2015	2016	2017
<b>#104 TRAFFIC MITIGATION</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>
Traffic Mitigation Fees/Devel. Match	\$400,688	\$178,513	\$168,689	\$406,305	\$370,728
Payments In Lieu of Street Improvements	0	245,550	26,697	0	0
Investment Interest	29	190	441	0	0
<b>Total Revenue</b>	<b>\$400,717</b>	<b>\$424,253</b>	<b>\$195,827</b>	<b>\$406,305</b>	<b>\$370,728</b>

### EXPENDITURES

	Actual	Actual	Actual	Actual	Budget
<b>#104 TRAFFIC MITIGATION</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
TRANSFER TO STREET 101	\$0	\$10,000	\$5,000	\$107,797	\$350,000
TRANSFER TO THORNTON ROAD 370	0	237,390	0	15,000	0
TRANSFER TO STREET DEBT SVC. 214	95,037	0	0	0	0
TRANSFER TO MAIN STREET 3RD TO CHURCH 308	62,324	33,000	1,710	0	0
TRANSFER TO CHURCH ROAD 346	50,000	0	0	0	0
TRANSFER TO MAIN & LABOUNTY ROUNDABOUT 347	0	50,000	290,000	12,000	0
<b>TOTAL EXPENDITURES</b>	<b>\$207,361</b>	<b>\$330,390</b>	<b>\$296,710</b>	<b>\$134,797</b>	<b>\$350,000</b>



## City of Ferndale Goals & Accomplishments

**Department:** REAL ESTATE EXCISE                      **Program Fund No.** 301/302  
TAX FUNDS

**Division:** Same    **Program BARS No.** 301/302.000.XXX

**Director:** Sirke Salminen                              **Title:** Finance Director

**Program Mission/Vision Statement:** The purpose of the Real Estate Excise Tax Fund is to account for the monies collected as the result of real estate transactions within Ferndale. By statute, the State collects 1.28% of the sales price on all real estate sales. In addition, the City levies a similar tax at the rate of 0.50%. The first 0.25% of this tax must be spent primarily for local capital improvements identified in the Capital Facilities Element of the Comprehensive Plan. The second 0.25% must be used to fund transportation capital projects that are identified on the City's Six-Year Street Plan.

### REVENUES

	2013	2014	2015	2016	2017
<b>#301/302 REAL ESTATE EXCISE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>
First & Second 1/4% Tax	\$434,248	\$461,917	\$529,878	\$650,879	\$550,000
Investment/Interfund Loan Interest	14,988	189	291	2,042	664
Interfund Loan Repayment - Library 307		125,000	0	0	0
Residual Returns from Constr. Projects	0	0	50,000	11,878	0
<b>Total Revenue</b>	<b>\$449,236</b>	<b>\$587,106</b>	<b>\$580,169</b>	<b>\$664,799</b>	<b>\$550,664</b>

### EXPENDITURES

	Actual	Actual	Actual	Actual	Budget
<b>#301/302 REAL ESTATE EXCISE TAX</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
TRANS STREET LIGHTS BOND 214	\$39,144	\$39,145	\$21,300	\$0	\$0
TRANS TO 1998 BOND 213	46,945	0	0	0	0
TRANS TO PIONEER PAVILION CONSTR 305	0	0	64,527	0	0
TRANS TO LIBRARY CONSTR 307	0	135,000	2,748	0	0
TRANS TO MAIN ST. CONSTR 308	120,000	35,000	0	0	0
TRANS TO CHURCH ROAD CONSTR 346		160,000	0	0	0
TRANS TO 2010 BOND REDEMPTION 218	75,000	75,000	75,000	75,000	75,000
TRANS TO 2011 BOND REDEMPTION 219	54,019	80,969	79,869	81,269	81,269
TRANS TO 2014 LIBRARY BOND REDEMPTION 220		72,857	68,102	67,021	67,021
TRANS TO STAR PARK 309		20,000	50,000	0	0
TRANS TO CUR. EXP. 001			35,000	127,797	20,000
INTERFUND LOAN TO LIBRARY CN 307	125,000	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$460,108</b>	<b>\$617,971</b>	<b>\$396,546</b>	<b>\$351,087</b>	<b>\$243,290</b>



## City of Ferndale Goals & Accomplishments

**Department:** CRIMINAL JUSTICE FUND      **Program Fund No.** 106  
**Division:** Same      **Program BARS No.** 106.000.XXX  
**Director:** Kevin Turner      **Title:** Chief of Police

**Program Mission/Vision Statement:** The purpose of the Criminal Justice Fund is to account for the monies set aside by the State Legislature to help fund criminal justice activities. The majority of these funds are distributed to cities on a per capita basis, with each city receiving a minimum of \$1,000. Traditionally, the City has used these monies to pay for salaries, benefits, and equipment costs related to the Police Department.

### Revenues

	2013	2014	2015	2016	2017
#106 CRIMINAL JUSTICE	Actual	Actual	Actual	Actual	Projected
Criminal Justice - Pop/Special Program Grants	\$13,443	\$14,893	\$15,840	\$16,533	\$17,888
Grants - Other	144,212	105,043	0	0	0
Interfund Loans	115,000	95,000	0	0	0
Investment Interest	0	0	0	0	0
<b>Total Revenue</b>	<b>\$272,655</b>	<b>\$214,936</b>	<b>\$15,840</b>	<b>\$16,533</b>	<b>\$17,888</b>

### EXPENDITURES

	Actual	Actual	Actual	Actual	Budget
#106 CRIMINAL JUSTICE	2013	2014	2015	2016	2017
INTERFUND LOAN INTEREST	\$56	\$12	\$0	\$0	
INTERFUND LOAN REPAYMENTS	115,000	95,000	0	0	
STONEGARDEN GRANTS	139,656	103,848	0	0	
TRANSFER TO CUR EXP FUND 001-POLICE OPS	15,000	21,000	14,000	14,000	\$14,000
<b>TOTAL EXPENDITURES</b>	<b>\$269,712</b>	<b>\$219,860</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>



## City of Ferndale Goals & Accomplishments

**Department:** LOCAL CRIMINAL JUSTICE FUND

**Program Fund No.** 107

**Division:** Same

**Program BARS No.** 107.000.XXX

**Director:** Kevin Turner

**Title:** Chief of Police

**Program Mission/Vision Statement:** The purpose of the Local Criminal Justice Fund is to account for the monies collected as the result of a 0.1% voter-approved optional sales tax. This sales tax is collected countywide and distributed based on population, with Whatcom County retaining 10% of the tax to cover administrative costs. Traditionally, the City has used these monies to pay for salaries, benefits, and equipment costs related to the Police Department.

### Revenues

	2013	2014	2015	2016	2017
<b>#107 LOCAL CRIMINAL JUSTICE</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>
Local Criminal Justice Funds	\$187,253	\$197,223	\$211,114	\$221,373	\$200,000
Investment Interest	0	0	0	0	0
<b>Total Revenue</b>	<b>\$187,253</b>	<b>\$197,223</b>	<b>\$211,114</b>	<b>\$221,373</b>	<b>\$200,000</b>

### EXPENDITURES

	Actual	Actual	Actual	Actual	Budget
<b>#107 LOCAL CRIMINAL JUSTICE</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
TRANSFER TO 001 - POLICE OPS.	\$169,860	\$226,000	\$200,000	\$200,000	\$200,000
VARIOUS POLICE EQUIPMENT					
<b>TOTAL EXPENDITURES</b>	<b>\$169,860</b>	<b>\$226,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>



## City of Ferndale Goals & Accomplishments

**Department:** FERNDALE TRANSPORTATION  
BENEFIT DISTRICT (TBD)

**Program Fund No.** 113

**Division:** Same

**Program BARS No.** 113.000.XXX

**Director:** Sirke Salminen

**Title:** Finance Director

**Program Mission/Vision Statement:** The purpose of the Ferndale Transportation Benefit District Fund is to account for the monies collected as the result of a 0.2% voter-approved (2012) optional sales tax. This sales tax is collected citywide and distributed monthly by the Washington Department of Revenue. The funds collected are specifically allocated to road projects.

Revenues					
	2013	2014	2015	2016	2017
Ferndale Transportation Benefit District .2% Sales Tax	Actual	Actual	Actual	Actual	Projected
.2% Sales Tax/Local Interest - DOR Monthly	\$355,611	\$392,176	\$409,812	\$419,532	\$397,838
Investment/Local Sales Interest	0	7	411	273	0
<b>Total Revenue</b>	<b>\$355,611</b>	<b>\$392,183</b>	<b>\$410,223</b>	<b>\$419,805</b>	<b>\$397,838</b>

EXPENDITURES					
	Actual	Actual	Actual	Actual	Budget
Ferndale Transportation Benefit District .2% Sales Tax	2013	2014	2015	2016	2017
TRANSFER TO CITY OF FERNDALE - ROAD PROJECTS	\$295,000	\$347,566	\$545,510	\$450,000	\$330,000
OTHER EXPENDITURES	1,018	4,858	4,003	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$296,018</b>	<b>\$352,424</b>	<b>\$549,513</b>	<b>\$450,000</b>	<b>\$330,000</b>



## City of Ferndale Goals & Accomplishments

**Department:** HOTEL/MOTEL FUND

**Program Fund No.** 198

**Division:** Same

**Program BARS No.** 198.000.XXX

**Director:** Riley Sweeney

**Title:** Communications Officer

**Program Mission/Vision Statement:** The purpose of the Hotel/Motel Fund is to account for monies collected from a 1% local Hotel/Motel Tax. The expenditure of Hotel/Motel Taxes is restricted by State statute for the purposes of tourism promotion, acquisition of tourism-related facilities, or the operations of such facilities. A Hotel/Motel Tax Advisory Committee provides recommendations to the City Council on expenditure of these revenues.

### Revenues

	2013	2014	2015	2016	2017
<b>#198 HOTEL/MOTEL</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>
Hotel/Motel Taxes	\$64,844	\$50,869	\$60,528	\$61,500	\$52,000
Investment Interest	0	0	0	0	0
<b>Total Revenue</b>	<b>\$64,844</b>	<b>\$50,869</b>	<b>\$60,528</b>	<b>\$61,500</b>	<b>\$52,000</b>

### EXPENDITURES

	Actual	Actual	Actual	Actual	Budget
<b>#198 HOTEL MOTEL</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
FERNDALE CHAMBER	\$39,000	\$39,000	\$36,000	\$40,477	\$30,000
FERNDALE CHAMBER-FARMERS MARKET	6,416	3,466	0	2,777	0
WHATCOM VISITORS & CONVENTION BUREAU	3,500	2,500	0	0	0
HERITAGE SOCIETY	1,162	0	207	209	2,000
STREET FESTIVAL	9,000	4,907	2,273	6,000	4,000
OLD SETTLERS	0	3,000	0	8,000	5,000
TRANS TO CUR. EXP. 001-PARK TOURGUIDES	8,000	8,000	8,000	5,200	8,000
TRANS TO CUR. EXP. 001-ARTS COMMISSION	1,500	1,000	1,200	4,000	3,000
<b>TOTAL EXPENDITURES</b>	<b>\$68,578</b>	<b>\$61,873</b>	<b>\$47,680</b>	<b>\$66,662</b>	<b>\$52,000</b>