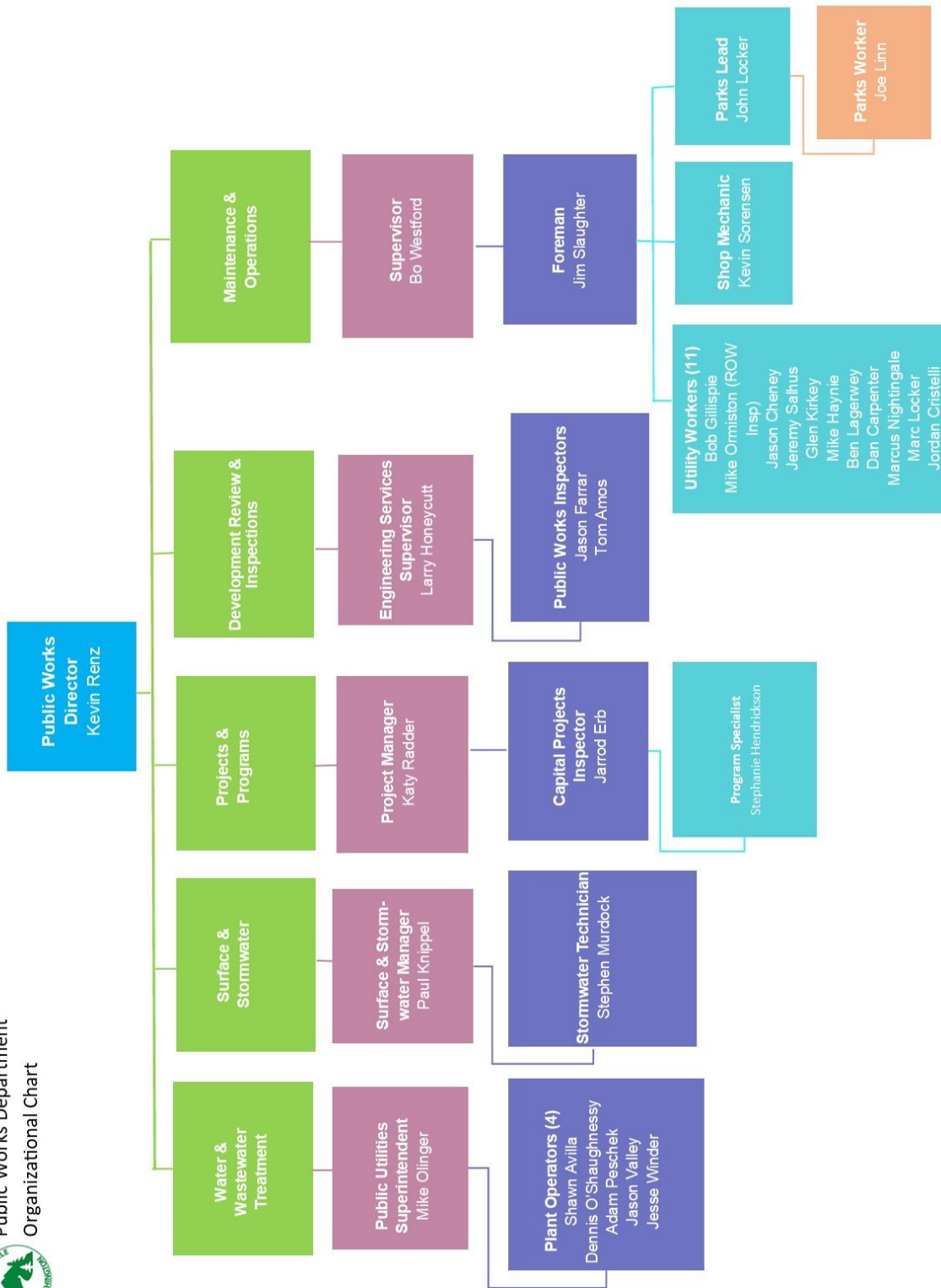




**Public Works Department  
Organizational Chart**





## City of Ferndale

**Department:** Public Works

**Program Fund No.** Multiple Funds

001, 101, 401, 402, 407

**Division:** Same

**Program BARS No.** XXX.000

**Director:** Kevin Renz

**Title:** Public Works Director

### 2020 Accomplishments:

#### **DEVELOPMENT REVIEW**

- Reviewed, approved, and inspected construction on over 30 private development proposals including
  - 20 commercial projects
  - 5 long plats or PUD's
  - 6 multifamily projects

#### **CAPITAL PROJECTS**

- Thornton Overpass Construction Underway
- Pump Station #19 Decommissioning Construction Underway
- Nordic to Scout Waterline Project Constructed
- Complete Streets Project Constructed
- Ferndale Terrace 60% Design Complete
- Thornton, Vista to Malloy, 30% Design Complete
- RFQ Issued for Malloy Culvert Replacement Project
- RRFB installed at 1st & Main
- Wastewater Treatment Plant Underway
- Shop Well #2 Wellhouse Complete
- Shop Building Reconstruction Following Storm Damage
- Court/Council Annex Design and Bid Completed
- Star Park Shelter Designed
- Water Treatment Plant Upgrade Design Underway
- Slater Road Water Line Replacement Complete

#### **OPERATIONS AND MAINTENANCE**

- Implemented Asset Management System
- Continued water line flushing
- Continued water line leak detection
- Continued utility locates
- Responded to numerous water leaks and main breaks
- Continued smoke testing of sewer
- Repaired and improved walking path on Smith Road
- Continued catch basin maintenance for NPDES permit compliance
- Continued pond cleaning
- Continued sweeping operations on City streets
- Continued pothole patching
- Performed building maintenance on all City facilities



- Continued park maintenance and mowing
- Responded to snow, wind, and flood events
- Continued roadside ditch maintenance and mowing
- Maintained City fleet and equipment
- Purchased fleet vehicles
- Continued sewer camera operations

## **STORMWATER**

- Substantial updates to stormwater GIS layer
- Enhanced water quality monitoring in Schell Creek watershed
- Ferndale Terrace Design/grant administration
- Stormwater Capacity Grant administration
- Drained and evaluated Douglas Pond

## **2021 Goals:**

## **CAPITAL PROJECTS**

- Continue Construction Oversight and Management of Thornton Overpass
- Complete Pump Station #19 Project
- Complete Wetland Mitigation for Thornton Overpass
- Complete Design on Ferndale Terrace
- Complete Design on Thornton, Vista to Malloy
- Begin Design on Malloy Culvert Replacement Project
- Complete Star Park Shelter
- Complete VanderYacht Pit Toilet
- Complete Court/Council Annex upgrades
- Complete Wastewater Treatment Plant Upgrades
- Begin Water Treatment Plant Upgrades
- Design Emergency Intertie Design

## **MAINTENANCE AND OPERATIONS**

- Continue to develop Asset Management System
- Continue all maintenance and operations
- Upgrade sewer camera system and implement proactive camera operations
- Utilize Asset Management System to develop better preventive maintenance program
- Purchase fleet vehicles

## **STORMWATER**

- Update Stormwater Comprehensive Plan
- Receiving Water Assessment
- Develop and implement social marketing Education and Outreach program
- Asset Management/Maintenance Integration
- Transition to electronic inspection format
- City Mitigation Monitoring/Maintenance
- Southwest Pond Maintenance
- Ferndale Levee Design Coordination(Whatcom County FLIP Process)



## City of Ferndale

**Department:** STREET FUND

**Program Fund No.** 101

**Division:** Same

**Program BARS No.**101.000.XXX

**Director:** Kevin Renz

**Title:** Public Works Director

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

	2017	2018	2019	2020	2021
#101 STREET FUND	Actual	Actual	Actual	Budget	Budget
Motor Vehicle Fuel Tax	\$274,768	\$278,308	\$271,045	\$286,858	\$293,022
Encroachment Permits	19,850	17,800	22,200	16,000	15,000
Grants/Donations	741,213	705,020	555,018	100,000	100,000
Misc./Latecomers	26,626	37,152	44,188	36,465	36,646
Transfers In - Traf. Mitigation 104	350,000	799,316	0	0	200,000
Trans. In - REET 2 302	100,000	100,000	0	100,000	100,000
Trans. In - From TBD 113	0	0	0	150,000	0
Trans. In - From Solid Waste Utility Tax 005	748,690	774,401	375,000	950,000	950,000
Payments From TBD .2% Sales Tax	330,000	461,000	200,000	0	100,000
<b>Total Revenue</b>	<b>\$2,591,147</b>	<b>\$3,172,997</b>	<b>\$1,467,450</b>	<b>\$1,639,323</b>	<b>\$1,794,668</b>



## EXPENDITURES

STREET FUND	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>TRANSFERS/CAPITAL PROJECTS</b>	\$1,175,675	\$2,431,533	\$359,002	\$427,500	\$636,250
<b>SIDEWALKS</b>					
SALARIES	4,815	3,622	9,322	2,815	10,076
BENEFITS	2,721	1,980	5,116	1,451	5,356
SUPPLIES	3,887	4,421	0	6,000	5,000
<b>TOTAL SIDEWALKS</b>	<b>\$11,424</b>	<b>\$10,023</b>	<b>\$14,438</b>	<b>\$10,266</b>	<b>\$20,432</b>
<b>ADMINISTRATION</b>					
SALARIES	\$135,972	\$140,399	\$130,736	\$225,569	\$241,903
BENEFITS	50,673	54,088	53,723	86,952	97,701
PROFESSIONAL SERVICES	35,398	56,030	7,264	60,000	60,000
OTHER CHARGES & SERVICES	208,259	254,125	217,800	256,739	219,870
<b>TOTAL ADMINISTRATION</b>	<b>\$430,302</b>	<b>\$504,643</b>	<b>\$409,522</b>	<b>\$629,260</b>	<b>\$619,474</b>
<b>ROADWAY</b>					
SALARIES	\$139,669	\$114,029	\$152,916	\$121,468	\$155,853
BENEFITS	71,306	58,664	81,756	64,851	83,558
SUPPLIES	21,889	22,164	22,217	37,250	37,250
OTHER CHARGES & SERVICES	62,917	55,171	26,261	66,100	61,100
<b>TOTAL ROADWAY</b>	<b>\$295,780</b>	<b>\$250,027</b>	<b>\$283,151</b>	<b>\$289,669</b>	<b>\$337,761</b>
<b>STREET LIGHTING</b>	<b>\$187,619</b>	<b>\$158,129</b>	<b>\$148,833</b>	<b>\$150,000</b>	<b>\$150,000</b>
<b>TRAFFIC CONTROL</b>					
SALARIES	\$37,116	\$49,377	\$44,361	\$53,296	\$43,524
BENEFITS	19,695	27,058	23,933	30,062	24,828
O & M SUPPLIES	20,051	35,090	20,761	25,000	35,000
OTHER CHARGES & SERVICES	19,820	7,343	7,711	10,000	10,000
<b>TOTAL TRAFFIC CONTROL</b>	<b>\$96,682</b>	<b>\$118,867</b>	<b>\$96,767</b>	<b>\$118,358</b>	<b>\$113,352</b>
<b>SNOW &amp; ICE</b>					
SALARIES	\$30,585	\$11,461	\$28,736	\$10,857	\$30,612
BENEFITS	15,163	5,746	14,608	5,943	16,335
SUPPLIES	13,102	2,881	9,067	10,000	10,000
<b>TOTAL SNOW &amp; ICE</b>	<b>\$58,850</b>	<b>\$20,089</b>	<b>\$52,411</b>	<b>\$26,800</b>	<b>\$56,947</b>
<b>STREET CLEANING</b>					
SALARIES	\$18,441	\$16,836	\$23,531	\$17,903	\$24,324
BENEFITS	10,387	9,650	13,731	10,818	15,182
SUPPLIES	1,057	582	0	2,500	2,500
<b>TOTAL STREET CLEANING</b>	<b>\$29,885</b>	<b>\$27,068</b>	<b>\$37,261</b>	<b>\$31,221</b>	<b>\$42,006</b>
<b>TOTAL STREET FUND</b>	<b>\$2,286,218</b>	<b>\$3,520,379</b>	<b>\$1,401,385</b>	<b>\$1,683,074</b>	<b>\$1,976,223</b>



<b>STREET FUND EXPENDITURES REPORTED BY CATEGORY</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
SALARIES	\$366,597	\$335,725	\$389,602	\$431,908	\$506,292
BENEFITS	169,946	157,186	192,866	200,077	242,961
SUPPLIES	59,986	65,138	52,046	80,750	89,750
OTHER CHARGES & SERVICES	514,014	530,798	407,869	542,839	500,970
TRANSFERS/CAPITAL OUTLAY	1,175,675	2,431,533	359,002	427,500	636,250
<b>TOTAL EXPENDITURES</b>	<b>\$2,286,218</b>	<b>\$3,520,379</b>	<b>\$1,401,385</b>	<b>\$1,683,074</b>	<b>\$1,976,223</b>

<b>STREET FUND REPORTED BY DEPARTMENT</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Budget</b>	<b>2021 Budget</b>
SIDEWALKS	\$11,424	\$10,023	\$14,438	\$10,266	\$20,432
ROADWAY ADMINISTRATION	430,302	504,643	409,522	629,260	619,474
ROADWAY MAINTENANCE	295,780	250,027	283,151	289,669	337,761
STREET LIGHTING	187,619	158,129	148,833	150,000	150,000
TRAFFIC CONTROL	96,682	118,867	96,767	118,358	113,352
SNOW & ICE REMOVAL	58,850	20,089	52,411	26,800	56,947
STREET CLEANING	29,885	27,068	37,261	31,221	42,006
CAPITAL PROJECTS - ALL	1,175,675	2,431,533	359,002	427,500	636,250
<b>TOTAL EXPENDITURES</b>	<b>\$2,286,218</b>	<b>\$3,520,379</b>	<b>\$1,401,385</b>	<b>\$1,683,074</b>	<b>\$1,976,223</b>



### City of Ferndale

**Department:** PARK MITIGATION FUND

**Program Fund No.** 102

**Division:** Same

**Program BARS No.**102.000.XXX

**Director:** Sirke Salminen

**Title:** Finance Director

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

	2017	2018	2019	2020	2021
#102 PARK MITIGATION	Actual	Actual	Actual	Budget	Budget
Park Mitigation Fees	\$248,645	\$141,214	\$303,371	\$150,000	\$100,000
Investment Interest	1,186	3,569	5,363	2,000	500
<b>Total Revenue</b>	<b>\$249,831</b>	<b>\$144,784</b>	<b>\$308,734</b>	<b>\$152,000</b>	<b>\$100,500</b>

### EXPENDITURES

	2017	2018	2019	2020	2021
#102 PARK MITIGATION	Actual	Actual	Actual	Budget	Budget
TRANSFERS OUT	\$161,455	\$110,216	\$214,646	\$259,613	\$196,215
<b>TOTAL EXPENDITURES</b>	<b>\$161,455</b>	<b>\$110,216</b>	<b>\$214,646</b>	<b>\$259,613</b>	<b>\$196,215</b>



## City of Ferndale

**Department:** TRAFFIC MITIGATION FUND

**Program Fund No.** 104

**Division:** Same

**Program BARS No.** 104.000.XXX

**Director:** Sirke Salminen

**Title:** Finance Director

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

	2017	2018	2019	2020	2021
<b>#104 TRAFFIC MITIGATION</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
Traffic Mitigation Fees/Devel. Match	\$802,948	\$354,529	\$982,529	\$750,000	\$400,000
Other Revenue	0	0	4217	2000	1000
<b>Total Revenue</b>	<b>\$802,948</b>	<b>\$354,529</b>	<b>\$986,746</b>	<b>\$752,000</b>	<b>\$401,000</b>

### EXPENDITURES

	2017	2018	2019	2020	2021
<b>#104 TRAFFIC MITIGATION</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
TRANSFER TO STREET 101	\$350,000	\$799,316	\$0	\$800,000	\$200,000
TRANSFER TO THORNTON ROAD 370	0	100,000	0	0	0
TRANSFER TO STORM F407	140,749	0	0	0	0
FEE REFUNDS	0	3,340	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$490,749</b>	<b>\$902,656</b>	<b>\$0</b>	<b>\$800,000</b>	<b>\$200,000</b>





### City of Ferndale

**Department:** CRIMINAL JUSTICE FUND

**Program Fund No.** 106

**Division:** Same

**Program BARS No.**106.000.XXX

**Director:** Kevin Turner

**Title:** Chief of Police

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

	2017	2018	2019	2020	2021
#106 CRIMINAL JUSTICE	Actual	Actual	Actual	Budget	Budget
Criminal Justice - Pop/Special Program Grants	\$17,343	\$18,023	\$18,799	\$20,449	\$21,900
<b>Total Revenue</b>	<b>\$17,343</b>	<b>\$18,023</b>	<b>\$18,799</b>	<b>\$20,449</b>	<b>\$21,900</b>

### EXPENDITURES

	2017	2018	2019	2020	2021
#106 CRIMINAL JUSTICE	Actual	Actual	Actual	Budget	Budget
TRANSFER TO CUR EXP FUND 001	\$14,000	\$25,000	\$15,000	\$17,000	\$25,000
<b>TOTAL EXPENDITURES</b>	<b>\$14,000</b>	<b>\$25,000</b>	<b>\$15,000</b>	<b>\$17,000</b>	<b>\$25,000</b>



## City of Ferndale

**Department:** LOCAL CRIMINAL JUSTICE FUND

**Program Fund No.** 107

**Division:** Same

**Program BARS No.** 107.000.XXX

**Director:** Kevin Turner

**Title:** Chief of Police

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

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>#107 LOCAL CRIMINAL JUSTICE</b>					
Local Criminal Justice Funds	\$244,011	\$263,723	\$274,895	\$250,000	\$250,000
<b>Total Revenue</b>	<b>\$244,011</b>	<b>\$263,723</b>	<b>\$274,895</b>	<b>\$250,000</b>	<b>\$250,000</b>

### EXPENDITURES

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget
<b>#107 LOCAL CRIMINAL JUSTICE</b>					
TRANSFER TO 001 - POLICE OPS.	\$200,000	\$268,000	\$250,000	\$260,000	\$270,000
<b>TOTAL EXPENDITURES</b>	<b>\$200,000</b>	<b>\$268,000</b>	<b>\$250,000</b>	<b>\$260,000</b>	<b>\$270,000</b>



## City of Ferndale

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

**Program Fund No.** 113

**Division:** Same

**Program BARS No.** 113.000.XXX

**Director:** Sirke Salminen

**Title:** Finance Director

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

	2017	2018	2019	2020	2021
#113 Ferndale Transportation Benefit District .2% Sales Tax	Actual	Actual	Actual	Budget	Budget
.2% Sales Tax/Local Interest - DOR Monthly	\$468,385	\$520,886	\$571,096	\$430,000	\$552,941
<b>Total Revenue</b>	<b>\$468,385</b>	<b>\$520,886</b>	<b>\$571,096</b>	<b>\$430,000</b>	<b>\$552,941</b>

### EXPENDITURES

	2017	2018	2019	2020	2021
#113 Ferndale Transportation Benefit District .2% Sales Tax	Actual	Actual	Actual	Budget	Budget
TRANSFER TO CITY OF FERNDALE - RD PROJECTS	\$330,000	\$461,000	\$200,000	\$550,000	\$100,000
<b>TOTAL EXPENDITURES</b>	<b>\$330,000</b>	<b>\$461,000</b>	<b>\$200,000</b>	<b>\$550,000</b>	<b>\$100,000</b>



## City of Ferndale

**Department:** HOTEL/MOTEL FUND

**Program Fund No.** 198

**Division:** Same

**Program BARS No.** 198.000.XXX

**Director:** Riley Sweeney  
**Officer**

**Title:** Communications

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

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>#198 HOTEL/MOTEL</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
Hotel/Motel Taxes	\$90,542	\$78,172	\$70,010	\$50,000	\$20,000
<b>Total Revenue</b>	<b>\$90,542</b>	<b>\$78,172</b>	<b>\$70,010</b>	<b>\$50,000</b>	<b>\$20,000</b>

### EXPENDITURES

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>#198 HOTEL MOTEL</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
FERNDALE CHAMBER	\$39,000	\$39,239	\$39,000	\$39,000	\$39,000
FERNDALE CHAMBER-FARMERS MARKET	500	1,491	1,996	500	2,000
HERITAGE SOCIETY	3,095	2,488	1,872	0	1,000
STREET FESTIVAL	0	2,000	0	1,000	0
PIONEER PAVILION ADVERTISING	0	1,130	0	0	0
CHERRY BLOSSOM FESTIVAL	0	1,000	0	1,000	2,000
OLD SETTLERS	0	2,500	0	0	0
OLD FASHION CHRISTMAS	0	0	0	2,000	2,000
TRANS TO CUR. EXP. 001-PARK TOURGUIDES	8,000	8,000	8,000	8,000	8,000
TRANS TO CUR. EXP. 001-ARTS COMMISSION	3,000	3,500	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$53,595</b>	<b>\$61,348</b>	<b>\$50,868</b>	<b>\$51,500</b>	<b>\$54,000</b>



## City of Ferndale

**Department:** REAL ESTATE EXCISE  
TAX FUNDS

**Program Fund No.** 301/302

**Division:** Same

**Program BAR No.**301/302.000.XXX

**Director:** Sirke Salminen

**Title:** Finance Director

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

	2017	2018	2019	2020	2021
#301/302 REAL ESTATE EXCISE	Actual	Actual	Actual	Budget	Budget
First & Second 1/4% Tax	\$687,565	\$723,608	\$841,024	\$700,000	\$600,000
Investment/Interfund Loan Interest	3,044	9,684	14,791	1,500	0
<b>Total Revenue</b>	<b>\$690,609</b>	<b>\$733,292</b>	<b>\$855,815</b>	<b>\$701,500</b>	<b>\$600,000</b>

### EXPENDITURES

	2017	2018	2019	2020	2021
#301/302 REAL ESTATE EXCISE TAX	Actual	Actual	Actual	Budget	Budget
TRANS TO F401	\$175,000	\$175,000	\$175,000	\$0	\$425,000
TRANS TO DEBT SERVICE	220,737	217,685	218,016	227,591	208,052
TRANS TO STREETS 101	0	100,000	0	100,000	100,000
TRANS TO CUR. EXP. 001	100,000	78,146	0	0	280,000
TRANS TO THORNTON	0	0	0	1,000,000	0
<b>TOTAL EXPENDITURES</b>	<b>\$495,737</b>	<b>\$570,830</b>	<b>\$393,016</b>	<b>\$1,327,591</b>	<b>\$1,013,052</b>