



CITY OF BLACK DIAMOND
October 26, 2017 Special Meeting Agenda
25510 Lawson Street, Black Diamond, Washington

5:30 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL

- 1) Preliminary Draft 2018 Budget for Public Works, Capital Projects, Special Revenue Funds, and Internal Services**
- 2) ADJOURNMENT**



CITY OF BLACK DIAMOND

INTEROFFICE MEMORANDUM

To: Councilmembers
From: Mayene Miller, Finance Director
Subject: Preliminary 2018 Budget Workstudy Meeting
Date: October 26, 2017

The Third 2018 Budget workstudy meeting will focus on the following items:

- . Review of Special Revenue Funds - 2018 Revenue and Expenditures
- . Review of Internal Service Fund - 2018 Revenues and Expenditures
- . Review of Utility Funds – 2018 Revenues and Expenditures
- . Review of Capital Funds – 2018 Revenues and Expenditures

On November 9, 2017, November 16, 2017 and December 4, 2017 public hearings will be held for the 2018 Budget and possible 2018 Property Tax levy increase.

The adopted budget calendar is enclosed with the various workstudy and Council meeting dates for the 2018 Budget process.

*Preliminary Budget
for Other Funds*

2018

City of Black Diamond, Washington

Does not include the General Fund

Celebrating Pacific Northwest Wildlife



The **Cascade Red Fox** (*Vulpes cascadenensis*) is a rare, isolated Washington endemic subspecies. It is known to occur in alpine and subalpine habitats on Mt. Rainier and Mt. Adams, and there is some evidence of their presence in the central Cascades.

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Most of the photos in this document are courtesy of the American Wildlife Foundation

Special Revenue Funds

These are funds established by governments to collect money that must be used for a specific project. Special revenue funds provide an extra level of accountability and transparency to taxpayers that their tax dollars will go toward an intended purpose.



The **American black bear** (*Ursus americanus*) is a medium-sized bear native to North America. It is the continent's smallest and most widely distributed bear species. Black bears are omnivores, with their diets varying greatly depending on season and location. They typically live in largely forested areas, but do leave forests in search of food.

Street Fund

Street Department responsibilities include maintaining, planning and upgrading public streets and sidewalks. Major maintenance activities include maintaining the street signs, pavement stripes and markings, roadside brush, trees and vegetation control, street lights, pavement, signals, sidewalks and shoulder grading. Other activities include managing the right of way, street capital planning, seeking and managing grant funds and addressing traffic safety issues. The City provides these services for 28 miles of roads at a cost of \$11/household per month.

Revenues from gas tax and Transportation Benefit district (TBD) car tab fees are the primary sources of funds for the Street Department. All cities struggle to pay for street maintenance costs, as shared gas tax revenue does not keep pace with the costs. In recent years, including 2016, the Street Fund had required a transfer of Real Estate Excise Tax (funds for street improvement projects) to maintain the City’s roads and sidewalks. Beginning in mid-2015, the City created a Transportation Benefit District (TBD), which receives \$20 per car registered to Black Diamond residents or businesses. This money is required to be used exclusively for road maintenance and operations and has eliminated the need for REET subsistence.

The 2018 budget increased primarily due to a full year budget for the 2017 vacant utility worker budgeted for three months in 2017.

Street Fund 101		Actual	Actual	Budget	Year End	Prelim	Budget %
		2015	2016	2017	Est 2017	Budget	Change
						2018	Inc/(Dec)
1	REVENUE						
2	Total Beginning Cash and Investments	153,589	118,374	132,101	129,840	120,415	(11,686) -8.8%
3	Street Gas Tax	88,081	90,669	89,716	91,500	101,160	11,444 12.8%
4	Right of Way Permit	15,237	6,383	15,000	12,000	30,000	15,000 100.0%
5	Other Permits and Misc. Revenue	21,773	18,054	12,277	11,975	31,000	18,723 152.5%
6	Subtotal Operating Revenue	125,091	115,106	116,993	115,475	162,160	45,167 38.6%
7	Transfer In fr TBD Fund		60,000	100,000	100,000	120,000	20,000 20.0%
8	Transfer in-REET II	50,000	50,000				
9	Subtotal Other Revenue	50,000	110,000	100,000	100,000	120,000	20,000 20.0%
10	Total Revenue	175,091	225,106	216,993	215,475	120,415	(96,578) -44.5%
11	Total Street Fund Sources	328,680	343,480	349,094	345,315	402,575	53,481 15.3%



Marmots are large squirrels in the genus *Marmota*, with 15 species. They are found in the Rocky Mountains, Black Hills, the Cascade and Pacific Ranges, and the Sierra Nevada in North America. They are often spotted in Mount Rainier National Park.

Street Fund 101		Actual 2015	Actual 2016	Budget 2017	Year End Est 2017	Prelim Budget 2018	Budget \$ Change	Budget % Change Inc/(Dec)
1	EXPENDITURES							
2	Wages	103,326	99,098	105,715	113,500	126,449	20,734	19.6%
3	Benefits	43,752	41,535	47,570	42,900	54,434	6,864	14.4%
4	Allocations	(22,811)	(16,919)	(27,808)	(14,500)	(28,609)	(801)	2.9%
5	Total Salaries and Benefits	124,268	123,715	125,477	141,900	152,274	26,797	21.4%
6	Office and Operating Supplies	2,430	2,129	8,500	7,000	15,975	7,475	87.9%
7	Services and Charges	73,608	77,796	94,233	66,000	105,014	10,781	11.4%
8	Total Operating Expenditures	200,307	203,640	228,210	214,900	273,263	45,053	19.7%
9	Transfer to Equipment Reserve	10,000	10,000	10,000	10,000	10,000	-	0.0%
10	Three Months Operating Cash	50,077	50,910	57,053	53,725	68,316	11,263	19.7%
11	Ending Cash and Investments	68297	53,859	60,120	64,189	50,996	(9,124)	-15.2%
12	Total Ending Cash and Investments	118,374	129,840	110,884	120,415	119,312	8,428	7.6%
13	Total Street Fund Uses	328,680	343,480	349,094	345,315	402,575	53,481	15.3%



Great Blue Herons (*Ardea herodias*) are beautiful and are the largest of the Herons, easily spotted in Northwest coastal areas.

Fire Impact Fee Fund

Per City Ordinance 12-980, Fire Impact Fees are charged to new development and building expansions within the City limits. For a new residential home in Black Diamond, the fee is \$1,783.13.

The implementation of the fee came after a 2011 Fire Impact Fee Study, which developed the methodology and to ensure compliance with Washington laws and City Code. Future capital costs will be funded with a combination of impact fees and city funds.

Fire Impact Fee Fund - 107		Actual	Actual	Budget	Year End	Prelim	Budget	Budget
		2015	2016	2017	Est 2017	Budget	Budget \$	% Change
						2018	Change	Inc/(Dec)
1	REVENUE							
2	Beginning Cash and Investments	13,616	48,570	183,770	183,770	209,270	25,500	13.9%
3	Fire Impact Fees	19,282	134,168	71,320	24,000	265,000	193,680	271.6%
4	Fire Impact Fee Interest Income	306	389	400	1,500	2,000	1,600	400.0%
5	Transfer In from Fire Eq Repl Fund	15,366						
6	Subtotal Fire Impact Fee Rev.	34,954	134,557	71,720	25,500	267,000	195,280	272.3%
7	Total Fire Impact Fee Sources	48,570	183,127	255,490	209,270	476,270	220,780	86.4%

Fire Impact Fee Fund 107		Actual	Actual	Budget	Year End	Prelim	Budget	Budget
		2015	2016	2017	Est 2017	Budget	Budget \$	% Change
						2018	Change	Inc/(Dec)
1	EXPENDITURES							
2	Capital Outlay - Fire Truck			255,490			(255,490)	-100.0%
3	Transfer out to 310 Fund for Fire Truck					475,000	475,000	
4	Subtotal Expenditures			255,490		475,000	219,510	85.9%
5	Ending Cash and Investments	48,570	183,127		209,270	1,270	1,270	
6	Total Fire Impact Fee Uses	48,570	183,127	255,490	209,270	476,270	220,780	86.4%



Porcupine (*Erethizon dorsatum*) move slowly and do not see clearly, although their strong senses of hearing and smell serve them well. They climb trees to escape predators, but when threatened, the quills rise, spread out and are released with just a light touch.

Transportation Benefit District Fund

To address declining revenues that support the Street Department, the City established a Transportation Benefit District. The City collects a twenty-dollar vehicle license fee pursuant to RCW 36.73.065 and RCW 82.80.140. Currently there are more than 75 TBD districts in Washington State.

Transportation Benefit District 108					Prelim Budget 2018	Budget Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1 REVENUE							
2 Beginning Cash and Investments			7,331	7,331	15,517	8,186	111.7%
3 TBD Car Tab Fees		63,578	102,000	108,000	110,000	8,000	7.8%
4 TBD Investment Interest		88	-	186	200	200	
5 Subtotal TBD Revenue		63,666	102,000	108,186	110,200	8,200	8.0%
6 Total Trans Benefit Dist. Sources		63,666	109,331	115,517	125,717	16,386	15.0%

Transportation Benefit District 108					Prelim Budget 2018	Budget Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1 EXPENDITURES							
2 TBD Transfer to Street Fund		60,000	100,000	100,000	120,000	20,000	20.0%
3 Ending Cash and Investments		3,666	9,331	15,517	5,717	(3,614)	-38.7%
4 Total Trans. Benefit District Uses		63,666	109,331	115,517	125,717	16,386	15.0%



Bald Eagles (*Haliaeetus leucophalus*) are present year-round throughout most parts of Washington with the highest densities in the Puget Sound region. Individuals occur in the Puget Sound basin as migrants, winter residents and members of the breeding population.

Traffic Mitigation Fund

The Traffic Mitigation Fund was created in August 2016 for the purpose of collecting funds from the Enumclaw School District, in an agreement with the city to contribute to improving safety in four intersections nearby the new school.

Traffic Mitigation Fee Fund - 109		Actual 2015	Actual 2016	Budget 2017	Year End Est 2017	Prelim Budget 2018	Budget \$ Change	Budget % Change Inc/(Dec)
1	REVENUE							
2	Beginning Cash and Investments			74,255	74,307	83,840	9,585	12.9%
3	Traffic Mitigation Fees		74,217		8,934	150,000	150,000	
4	Investment Interest		90	400	600	800	400	100.0%
5	Subtotal Traffic Mitigation Revenue		74,307	400	9,534	150,800	150,400	37600.0%
6	Total Traffic Mitigation Sources		74,307	74,655	83,841	234,640	159,985	214.3%

Traffic Mitigation Fee Fund - 109		Actual 2015	Actual 2016	Budget 2017	Year End Est 2017	Prelim Budget 2018	Budget \$ Change	Budget % Change Inc/(Dec)
1	EXPENDITURES							
2	Transfer out to Parks Street Projects					30,000	30,000	
3	Transfer out to to Intersection Improvements			74,655		204,640	129,985	174.1%
4	Ending Cash and Investments		74,307		83,840			
5	Total Traffic Mitigation Fund Uses		74,307	74,655	83,840	234,640	159,985	214.3%



Mountain Goats (*Oreamnos americanus*), occur only in northwestern North America, and is the only genus and species of its kind in the world. Mountain goats are usually found in high elevation cliffs and broken terrain, which provide escape cover from predators and which they navigate well with their padded and flexible hooves.

Internal Service Funds

This fund is used for operations serving other funds or departments within the city.

Black Diamond has one such fund, Equipment Replacement that collects money from other departments to build up resources to replace capital equipment, such as Police and Fire vehicles as well as Public Works equipment.



Cougars (*Puma concolor*) are sleek and graceful solitary animals rarely seen in the wild. Also known as mountain lions or pumas, cougars are known for their strength, agility, and awesome ability to jump.

Equipment Replacement Funds

Equipment Replacement Funds include Fire, Public Works and Police equipment replacements. Some examples of equipment are police and fire vehicles, and utility trucks and machinery.

Equipment Replacement - Fire Equipment 510-100					Prelim Budget 2018	Budget Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1	REVENUE						
2	83,962	46,117	40,318	65,880	51,480	11,162	27.7%
3	95	203	200	600	600	400	200.0%
4		25,000					
5	95	25,203	200	600	600	400	200.0%
6	84,057	71,320	40,518	66,480	52,080	11,562	28.5%

Fire Equipment Replacement 510 - 100					Prelim Budget 2018	Budget Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1	EXPENDITURES						
2	22,573	5,440	15,000	15,000	15,000		0.0%
3					37,080	37,080	
4	15,366						
5	37,939	5,440	15,000	15,000	52,080	37,080	247.2%
6	46,117	65,880	25,518	51,480		(25,518)	-100.0%
7	84,056	71,320	40,518	66,480	52,080	11,562	28.5%

Equipment Replacement - Public Works 510-200					Prelim Budget 2018	Budget Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1	REVENUE						
2	183,501	208,403	183,503	204,319	247,269	63,766	34.7%
3	308	951	300	2,000	2,000	1,700	566.7%
4				4,550			
5	7,000	7,000	7,000	7,000		(7,000)	-100.0%
6	10,000	10,000	10,000	10,000	10,000		0.0%
7	10,000	10,000	10,000	10,000	10,000		0.0%
8	10,000	10,000	10,000	10,000	10,000		0.0%
9	10,000	10,000	10,000	10,000	10,000		0.0%
10					7,000	7,000	
11	47,308	47,951	47,300	53,550	49,000	1,700	3.6%
12	230,810	256,354	230,803	257,869	296,269	65,466	28.4%

Public Works Equipment Replacement 510 - 200					Prelim Budget 2018	Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1 EXPENDITURES							
2 PW-Utility Truck		42,840			40,000	40,000	
3 PW-Technology					10,000	10,000	
4 Sewer Jet Rodder -Major Mtc					20,000	20,000	
5 Cemetery-Equip & Improvements					5,000	5,000	
6 Various Mowers	6,151	7,170	15,000	10,600	15,000		0.0%
7 Past Purchases	16,257	2,026	10,000	10,000		(10,000)	-100.0%
8 Subtotal PW Equipment Expenditures	22,408	52,035	25,000	20,600	90,000	65,000	260.0%
9 Ending Cash & Invest Unreserved	208,402	204,319	205,803	247,269	206,269	466	0.2%
10 Total Pub Works Equip. Uses	230,810	256,354	230,803	267,869	296,269	65,466	28.4%

Police Equipment Replacement 510-300					Prelim Budget 2018	Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1 REVENUE							
2 Beginning Cash and Investments	28,296	26,487	26,087	26,331	6,531	(19,556)	-75.0%
3 LGIP Investment Interest- Police Dept	41	114	150	200	50	(100)	-66.7%
4 Police Sale of Surplus			3,000		3,000	-	0.0%
5 Swr Loan for Police Car repl			160,000	160,000	-	(160,000)	-100.0%
7 Subtotal Police Equip. Repl Revenue	41	114	163,150	160,200	3,050	(160,100)	-98.1%
8 Total Police Equip. Repl Sources	28,338	26,602	189,237	186,531	9,581	(179,656)	-94.9%

Police Equipment Replacement 510 - 300					Prelim Budget 2018	Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1 EXPENDITURES							
2 Surplus Costs Police	996	270	500	1,000	1,000	500	100.0%
3 Police Vehicles-replace/conversion	855		179,000	179,000		(179,000)	-100.0%
4 Police Radios			9,737		8,581	(1,156)	-11.9%
5 Subtotal Police Equipment Expenditures	1,851	270	189,237	180,000	9,581	(179,656)	-94.9%
6 Ending Cash & Invest Unreserved	26,487	26,331		6,531			
7 Total Police Equipment Uses	28,338	26,602	189,237	186,531	9,581	(179,656)	-94.9%

Utility Funds

Utility funds are used for services provided to the public on a user charge basis, similar to the operation of a commercial enterprise.

Black Diamond has Water, Sewer and Stormwater utilities.



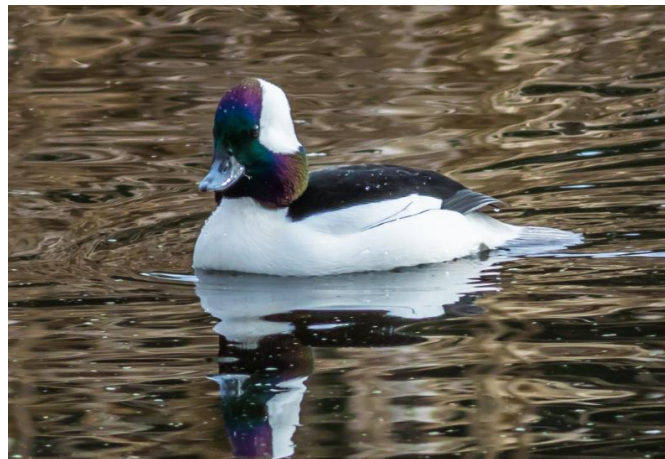
Two subspecies of Elk are found in Washington, The Rocky Mountain Elk, imported from Yellowstone National Park in the early 1900's, and the **Roosevelt Elk**, who live primarily on the Olympic peninsula. These two species interbreed as well. Statewide, elk populations are estimated at between 55,000 and 60,000 animals.

Water Operating Fund 401

The Water Department provides safe high quality reliable drinking water to the residents of Black Diamond except for the residents on the Covington Water District around Lake Sawyer. The water utility is responsible for the operation and maintenance of the City’s springs, fences, access roads, power lines, backup power, control systems, water storage tanks, water treatment systems, pump stations, water main, water quality testing, fire hydrants, meter reading and maintenance, and billing. The average Black Diamond household receives very high-quality drinking water delivered to their house under pressure to drink, wash dishes, wash clothes, shower and bathe, brush teeth, cook, water plants and landscape, mop and clean, flush toilets and provide fire protection all for approximately \$57 per month.

In 2018, building activity is expected to increase water sales along with installation of new meters. The budget for expenditures increased due to full year costs for a vacant utility position that was budgeted for three months in 2017.

Water Operating Fund 401					Prelim	Budget %	
	Actual	Actual	Budget	Year End	Budget	Budget \$	Change
	2015	2016	2017	Est 2017	2018	Change	Inc/(Dec)
1 REVENUE							
2 Beginning Cash and Investments	160,302	222,708	301,679	330,194	377,248	75,569	25.0%
3 Water Charges	716,258	727,018	685,000	671,300	700,000	15,000	2.2%
4 Water Late Fees/Name Change Charge	23,623	20,060	22,000	18,000	22,000	-	0.0%
5 Hydrant/Irrig Meters & Setting & Backflow, Dep.	4,972	6,742	6,000	45,826	63,000	57,000	950.0%
6 Meter Purchase and Setting & Deposit	4,881	11,931	10,000	4,000	49,000	39,000	390.0%
7 Interest, Refunds and Misc. Revenue	2,829	11,242	11,200	9,875	11,500	300	2.7%
8 Subtotal Water Operating Revenue	752,562	776,992	734,200	749,001	845,500	111,300	15.2%
9 Transfer in from Water Reserve	20,000	10,000					
10 Palmer Coking Coal Contribution	98,499	98,420	98,000	97,478	97,000	(1,000)	-1.0%
11 Subtotal Water Other Revenue	118,499	108,420	98,000	97,478	97,000	(1,000)	-1.0%
12 Total Water Fund Sources	1,031,363	1,108,120	1,133,879	1,176,673	1,319,748	185,869	16.4%



The species *Anatidae* include ducks and most duck-like waterfowl, such as geese and swans. Forty-seven species of *Anatidae* have been recorded in Washington. This is a **Bufflehead**.

Water Operating Fund 401					Prelim	Budget \$	Budget %
	Actual	Actual	Budget	Year End	Budget	Change	Change
	2015	2016	2017	Est 2017	2018		Inc/(Dec)
1 EXPENDITURES							
2 Wages	146,761	150,814	173,180	170,000	206,228	33,048	19.1%
3 Benefits	59,104	59,849	74,495	69,000	83,928	9,433	12.7%
4 Allocations	(22,769)	(15,145)	(22,699)	(10,000)	(23,500)	(801)	3.5%
5 Total Salaries and Benefits	183,095	195,518	224,976	229,000	266,656	41,680	18.5%
6 Office and Operating Supplies	24,326	24,089	28,630	37,500	59,826	31,196	109.0%
7 Charges for Services	212,941	227,891	228,132	204,028	255,670	27,538	12.1%
8 Subtotal Operating Expenditures	420,363	447,497	481,738	470,528	582,152	100,414	20.8%
9 Debt Service	378,292	320,429	318,897	318,896	317,362	(1,535)	-0.5%
10 Trf to Water Capital					125,000	125,000	
11 Trf to Capital Equipment Reserve	10,000	10,000	10,000	10,000	10,000		0.0%
12 Subtotal Other Expenditures	388,292	330,429	328,897	328,896	452,362	123,465	37.5%
13 Three Months Reserved Operating Cash	105,091	111,874	120,453	117,625	145,538	25,085	20.8%
14 Cash and Investment Balance	117,616	218,320	202,791	259,623	139,696	(63,095)	-31.1%
15 Total Ending Cash and Investments	222,707	330,194	323,244	377,248	285,234	(38,010)	-11.8%
16 Total Water Operating Uses	1,031,363	1,108,120	1,133,879	1,176,672	1,319,748	185,869	16.4%

City of Black Diamond

2018

Water Debt

Issue Date	Issue Amount	Type	Maturity Purpose	12/31/2017 debt owed	2018 Principal	2018 Interest	2018 Debt Svs	2018			Developer Reimb	Total Debt Service	
								Water Operating	Water Capt Res	Total Water			
2006	180,000	PWTF	Cor Contrl	2022	55,662	11,250	281	11,531	11,531		11,531	0	11,644
2005	3,407,063	PWTF	Tac 500mg	2024	1,366,840	197,070	6,877	203,947	203,947		203,947		203,947
	256,064	PWTF	Tac city 1st	2024									
	1,784,693	PWTF	Pump Fac, Res & lines	2024	689,759	98,419	3,465	101,884				101,884	101,884
	5,447,820	PWTF			2,056,599	295,489	10,342	305,831	203,947	0	203,947	101,884	305,831
Totals	5,627,820				2,112,261	306,739	10,623	317,362	215,478	0	215,478	101,884	317,475
Total net Water fund 2018 Debt Service								\$215,478	\$0	\$215,478	101,884	317,475	

Less Developer Responsibility Palmer \$689,759

Net City Liability 1,422,502

Black Diamond holds a letter of credit from Palmer Coking for their balance owing of \$689,759 of PWTF Loan.

Sewer Operating Fund 407

The Sewer Department collects sewage from the homes and businesses in the old section of Town for treatment and discharge. The area around Lake Sawyer is primarily served by individual on site waste water disposal septic system and a small area at the Northwest end of the Lake served by the Soos Creek Sewer system. The sewer utility provides for the planning, operation and maintenance of 17.5 miles of sewer lines and manholes, and 4 pump stations and provides local customer service and billing. This sewer utility also contracts with King County for transmission and sewage treatment plant in Renton for treatment, discharge and bio-solids handling. The City provides the local sewer collection services for approximately \$25/household per month.

Of note is that even with rate increases, the revenue collected by the city sewer share of the revenue has not been covering the cost of the operations, maintenance and administration. A mid-year 2018 city share rate increase is included in the 2018 budget. The 2018 expenditure budget primarily increased due to expected building growth and new stormwater customers.

Sewer Operating Fund - 407					Prelim	Budget %		
	Actual	Actual	Budget	Year End	Budget	Budget \$	Change	
	2015	2016	2017	Est 2017	2018	Change	Inc/(Dec)	
1	REVENUE							
2	Beginning Cash and Investments	141,294	131,720	124,688	145,190	130,000	5,312	4.3%
3	King County Sewer Revenue	751,578	551,062	577,600	577,600	611,060	33,460	5.8%
4	Black Diamond Sewer Revenue	52	223,489	237,400	241,200	243,520	6,120	2.6%
5	Miscellaneous Revenue	5,126	11,981	12,900	14,700	26,600	13,700	106.2%
6	Subtotal Sewer Operating Revenue	756,756	786,532	827,900	833,500	881,180	53,280	6.4%
7	Transfer from Sewer Reserves	80,000	100,000	80,000	120,000	130,000	50,000	62.5%
8	Subtotal Sewer Revenue	836,756	886,532	907,900	953,500	1,011,180	103,280	11.4%
9	Total Sewer Fund Sources	978,050	1,018,252	1,032,588	1,098,690	1,141,180	108,592	10.5%



The **Pacific Treefrog** (*Pseudacris regilla*), is the smallest but most commonly seen and heard frog in Washington. They are an adaptable species found from rainforests near sea level, to mountains at 11,000 feet, and on into dry interior areas of Washington where water is available.

Sewer Operating Fund - 407		Actual	Actual	Budget	Year End	Prelim	Budget	Budget
		2015	2016	2017	Est 2017	Budget	\$	% Change
						2018	Change	Inc/(Dec)
1	EXPENDITURES							
2	Wages	147,175	149,595	178,143	165,700	205,390	27,247	15.3%
3	Benefits	59,209	59,798	74,504	68,350	83,989	9,485	12.7%
4	Allocations	(14,269)	(15,145)	(27,500)	(13,000)	(22,500)	5,000	-18.2%
5	Total Salaries and Benefits	192,115	194,248	225,147	221,050	266,879	41,732	18.5%
6	Office and Operating Supplies	6,847	5,144	10,390	9,050	11,286	896	8.6%
7	Charges for Service	120,651	136,542	141,772	131,790	156,751	14,979	10.6%
8	Subtotal Sewer Operating Expenditures	319,613	335,935	377,309	361,890	434,916	57,607	15.3%
9	Metro Sewer Charges	516,717	527,056	550,150	596,800	611,060	60,910	11.1%
10	Total Operating Expenditures	836,329	862,991	927,459	958,690	1,045,976	118,517	12.8%
11	Trf to Equipment Replacement Fund	10,000	10,000	10,000	10,000	10,000	-	0.0%
12	Three Months Reserved Operating Cash	79,903	83,984	94,327	90,450	108,729	14,402	15.3%
13	Cash and Investment Balance	51,817	61,277	802	39,550	(23,525)	(24,327)	-3034.2%
14	Total Ending Cash and Investments	131,720	145,261	95,129	130,000	85,204	(9,925)	-10.4%
15	Total Sewer Fund Uses	978,049	1,018,252	1,032,588	1,098,690	1,141,180	108,592	10.5%



Giant Pacific Octopus (*Enteroctopus dofleini*) which can weigh over 600 pounds. Local legend will tell you that the largest Pacific Octopus in the world lives under the Narrows Bridge.

Stormwater Operating Fund 410

The stormwater Utility maintains 9 storm ponds, 9 miles of storm pipe, 572 catch basins, two bio-infiltration systems, one stormwater filter system and approximately 20 miles of ditches and flow paths. These activities help preserve the public road system and protect the environment. The city also oversees activities dealing with controlling storm water quality including education, enforcing stormwater codes on construction and new development, monitoring private stormwater systems maintenance, monitoring the effectiveness of city programs, monitoring water quality in the city, participation in WIRA 9 Water Quality Initiative providing coverage for the from the Endangered Species Act claims and reporting to Department of Ecology.

The stormwater utility mitigates the storm water impact of urban living on the environment for \$16 per month per household. The 2018 Budget primarily increased due to expected building growth and new stormwater customers. Rates need to be reviewed for 2019.

Stormwater Operating Fund - 410					Prelim	Budget \$	Budget %
	Actual	Actual	Budget	Year End	Budget	Change	Change
	2015	2016	2017	Est 2017	2018		Inc/(Dec)
1 REVENUE							
2 Beginning Cash and Investments	90,498	102,303	101,824	99,074	102,574	750	0.7%
3 Dept of Ecology Grant					25,000	25,000	
4 Stormwater Charges	350,820	356,042	375,000	365,000	370,200	(4,800)	-1.3%
5 Stormwater Inspection Fees	4,408	4,416	8,000	4,200	16,000	8,000	100.0%
6 LGIP Investment Interest	199	639	800	700	900	100	12.5%
7 PW Eng Civil Allocation	2,079	7,494	6,000	10,000	6,000	-	0.0%
8 Subtotal Stormwater Revenue	357,506	368,592	389,800	379,900	418,100	28,300	7.3%
9 Total Stormwater Sources	448,004	470,895	491,624	478,974	520,674	29,050	5.9%

Stormwater Operating Fund - 410					Prelim	Budget \$	Budget %
	Actual	Actual	Budget	Year End	Budget	Change	Change
	2015	2016	2017	Est 2017	2018		Inc/(Dec)
1 EXPENDITURES							
2 Wages	146,266	149,509	171,034	157,500	194,988	23,954	14.0%
3 Benefits	59,027	59,482	73,932	68,200	82,514	8,582	11.6%
4 Allocations	(14,319)	(15,145)	(21,699)	(12,500)	(15,504)	6,195	-28.5%
5 Total Salaries and Benefits	190,974	193,845	223,267	213,200	261,998	38,731	17.3%
6 Office and Operating Supplies	7,130	6,216	11,510	9,200	11,626	116	1.0%
7 Charges for Services	137,597	161,760	169,053	144,000	181,796	12,743	7.5%
8 Subtotal Operating Expenditures	335,701	361,821	403,830	366,400	455,420	51,590	12.8%
9 Transfer to Equipment Reserve	10,000	10,000	10,000	10,000	10,000	-	0.0%
10 Three Months Reserved Cash and Investment	83,925	90,455	77,794	91,600	113,855	36,061	46.4%
11 Ending Cash and Investments Unreserved	18,378	8,618		10,974	(58,601)	(58,601)	
12 Total Ending Cash and Investments	102,303	99,073	77,794	102,574	55,254	(22,540)	-29.0%
13 Total Stormwater Fund Uses	448,004	470,895	491,624	478,974	520,674	29,050	5.9%

Capital Funds

Capital projects funds are used to account for the construction or acquisition of buildings, equipment and roads. Depending on its use, a fixed asset may instead be financed by a special revenue fund or a proprietary fund. A capital project fund exists only until completion of the project.



Coyotes (*Canis latrans*) are adaptable animals and have now managed to occupy almost every conceivable habitat type, from open ranch country to densely forested areas to downtown waterfront in Washington State. Cats and small dogs are especially vulnerable to these predators.

Real Estate Excise Tax 1 – 311 (REET 1)

Washington State levies a real estate excise tax (REET) on all property sales of 1.28% of a property’s full selling price. A locally-imposed tax is also authorized, though the rate and uses of the funds differ by population size and whether the city or county is planning under the Growth Management Act (GMA). All cities are allowed to levy a 0.25% tax on property sales (REET I), cities and counties that are planning under the GMA may also levy a second quarter percent tax (REET II).

This Fund is specifically to be used for General Government Capital Projects, Fund 310, and General Government Capital Expenditures in the 510 Fund. The 2018 budget anticipates an increase due to expected construction and sale of homes.

General Government REET I Fund - 311					Prelim Budget 2018	Budget Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1 REVENUE							
2 Beginning Cash and Investments	186,508	130,257	152,758	165,850	148,850	(3,908)	-2.6%
3 1/4% Real Estate Excise Tax	85,855	163,050	113,000	113,000	200,000	87,000	77.0%
4 LGIP Investment Interest	172	549	700	1,000	2,000	1,300	185.7%
5 Total REET I Revenue	86,027	163,599	113,700	114,000	202,000	88,300	77.7%
6 Total REET I Sources	272,535	293,856	266,458	279,850	350,850	84,392	31.7%

General Government REET I Fund - 311					Prelim Budget 2018	Budget \$ Change	Budget % Change Inc/(Dec)
	Actual 2015	Actual 2016	Budget 2017	Year End Est 2017			
1 EXPENDITURES							
2 Transfer to 310 Fund	135,277	96,000	123,500	123,500	207,500	84,000	68.0%
3 Transfer to 510 Fund - Police & Fire Equip	7,000	32,000	7,500	7,500		(7,500)	-100.0%
4 Total REET I Expenditures	142,277	128,000	131,000	131,000	207,500	76,500	58.4%
5 Ending Cash and Investments	130,258	165,857	135,458	148,850	143,350	7,892	5.8%
6 Total REET I Uses	272,535	293,857	266,458	279,850	350,850	84,392	31.7%

The Bohemian Waxwing (*Bombycilla garrulus*) is an irregular winter visitor from the far North. It comes primarily to states and provinces along the United States/Canada border, a bit farther southward in the West.



Real Estate Excise Tax II

The collection of REET II is authorized by RCW 8245.010 can be used for capital projects. This part of the real estate excise tax may only be levied by cities that plan under the Growth Management Act.

Specifically, one quarter percent of the real estate excise tax is to be used for public works projects for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

Midyear in 2011 the Washington State Legislature authorized for five years the usage of up to \$100,000 of REET monies for the maintenance of capital assets. REET II monies in Black Diamond are transferred to Fund 320 for Street and Public Works capital projects. The 2018 budget anticipates an increase due to expected construction and sale of homes.

Public Works REET II Fund - 321					Prelim	Budget %	
	Actual	Actual	Budget	Year End	Budget	Budget \$	Change
	2015	2016	2017	Est 2017	2018	Change	Inc/(Dec)
1 REVENUE							
2 Beginning Cash and Investments	155,904	111,911	152,411	165,456	124,230	(28,181)	-18.5%
3 1/4% Real Estate Excise Tax	85,855	163,050	113,000	113,000	200,000	87,000	77.0%
4 LGIP Investment Interest	152	495	700	1,000	2,000	1,300	185.7%
5 Total REET II Revenue	86,007	163,545	113,700	114,000	202,000	88,300	77.7%
6 Total REET II Sources	241,911	275,456	266,111	279,456	326,230	60,119	22.6%

Public Works REET II Fund - 321					Prelim	Budget %	
	Actual	Actual	Budget	Year End	Budget	Budget \$	Change
	2015	2016	2017	Est 2017	2018	Change	Inc/(Dec)
1 EXPENDITURES							
2 Trf to Capital Projects			135,226	135,226	143,000	7,774	5.7%
3 Trf to N Commercial Storm Pond					15,000	15,000	
4 Trf to Sewer Capital				20,000			
5 Trf to 410 Stormwater Capital	80,000	60,000			15,000	15,000	
6 Trf to Street Fund	50,000	50,000					
7 Total REET II Expenditures	130,000	110,000	135,226	155,226	173,000	37,774	27.9%
8 Ending Cash and Investments REET II	111,911	165,456	130,885	124,230	153,230	22,345	17.1%
9 Total REET II Uses	241,911	275,456	266,111	279,456	326,230	60,119	22.6%

Fund 310 - General Government Capital Projects

Project Name	Project		Source of Revenue				Source of Expenditures			
	#	Note	Beg C&I	REET I Trf In	Grants	Trails Rev/Trf In	Total Revenue	Expenditure	Trf Out	Total Expenditure
1 Ginder Creek Trails	P1		64,939		15,000	9,000	88,939	88,939		88,939
2 Grant Matching	P3			2,500			2,500	2,500		2,500
3 Parks Plan Update	P4	Update		20,000			20,000	20,000		20,000
4 Cemetery Niche Wall	P6			20,000			20,000	20,000		20,000
5 - Additional for Wall	Add	Update		5,000			5,000	5,000		5,000
6 Fire Engine	F1			85,000		475,000	560,000	560,000		560,000
7 Police Technology	L1			25,000			25,000	25,000		25,000
8 General Government Technology	G1			25,000			25,000	25,000		25,000
9 - Additional Technology	Add	Update		20,000			20,000	20,000		20,000
10 General Government Renovation	G3			5,000			5,000	5,000		5,000
11 Total Gen Govt Projects			64,939	207,500	15,000	484,000	771,439	771,439	0	771,439

Fund 320 - Public Works Capital Projects

Project Name	Project		Source of Revenue				Source of Expenditures			
	#	Note	Beg C&I	REET I Trf In	Grants	Trf In Traf Mit	Total Revenue	Expenditure	Trf Out	Total Expenditure
1 Gen Street Improvements	T1			30,000			30,000	30,000		30,000
2 224th Guardrail @ Cov Creek	T5	Defer					0			0
3 224th Chip Seal	T6	Update		18,000	102,000		120,000	120,000		120,000
4 Roberts Drive Rehabilitation	T8	Defer					0			0
5 232nd Ave SE Asphalt Olay	T9	Update		30,000	170,000		200,000	200,000		200,000
6 Grant Matching	T13			40,000			40,000	40,000		40,000
7 Lawson St Sidewalks	T14	Defer					0			0
8 Park St Intersection Improv.	TIP4	Update				30,000	30,000	30,000		30,000
9 Total PW Capital Projects				118,000	272,000	30,000	420,000	420,000	0	420,000

WSFFA Partners - Fund 402 Capital Projects

Project Name	Project		Source of Revenue				Source of Expenditures			Ending Fund Balance	
	#	Note	Beg C&I	Grants	Partners	Total Revenue	Expenditure	Trf Out	Total Expenditures	Ending Fund Balance	Total Uses
1 WSFFA Deposit			70,000			70,000				70,000	70,000
2 Supply Pipes & Pumps	W2	Update			1,572,000	1,572,000	1,572,000		1,572,000		1,572,000
3 Trans Main to City	W2	Update			280,000	280,000	280,000		280,000		280,000
4 Spring Source Rehab	W2	Update			165,000	165,000	165,000		165,000		165,000
5 Total WSFFA Projects			70,000	0	2,017,000	2,087,000	2,017,000		2,017,000	70,000	2,087,000

Water Capital Projects - 404

Project		Source of Revenue					Source of Expenditures				
#	Note	Beg C&I	Trf In Wtr Res	Interest Income	Connectio n Charge	Total Revenue	Expenditure	Trf Out	Total Expenditure	EFB	Total Uses
1	Water Comp Plan		50,000			50,000	50,000		50,000		50,000
2	Asbestos Main repl		3,000			3,000	3,000		3,000		3,000
3	Asbestos Main repl		75,000			75,000	75,000		75,000		75,000
4	Recoat .5 MG Reservoir					0			0	0	0
5	Water Capital Reserves	196,000	125,000	3,000	200,000	524,000		128,000	128,000	396,000	524,000
6	Total Water Capital Projects	196,000	253,000	3,000	200,000	652,000	128,000	128,000	256,000	396,000	652,000

Sewer Capital Projects - 408

Project		Source of Revenue					Source of Expenditures				
#	Note	Beg C&I	Trf In RII	Loan Repay	Int & Conn Chg	Total Revenue	Expenditure	Trf Out	Total Expenditure	EFB	Uses
1	Sewer Fac/Fen/Gate		15,000			15,000	15,000		15,000		15,000
2	Cedarbrook Eng	35,000				35,000	35,000		35,000		35,000
3	Sewer Capital Reserves	368,500		35,200	57,000	460,700		130,000	130,000	330,700	460,700
4	Total Sewer Capital Projects	403,500	15,000	35,200	57,000	510,700	50,000	130,000	180,000	330,700	510,700

Stormwater Capital Projects - 410

Project		Source of Revenue					Source of Expenditures				
#	Note	Beg C&I	Trf In RII	DOE Grant	K/C/W/Q & Opp. Grant	Total Revenue	Expenditure	Trf Out	Total Expenditure	EFB	Uses
1	Covington Creek Culv-Eng					0			0		
2	Covington Creek Culv-Const.					0			0		
3	N Comm Storm Pond-Eng		15,000			15,000	15,000		15,000		15,000
4	N CSPond K/C Opp. Grant				80,000	80,000	80,000		80,000		80,000
5	N CSPond K/C WQ Grant				243,643	243,643	243,643		243,643		243,643
6	N CSPond K/C DOE Grant			676,357		676,357	676,357		676,357		676,357
7	Total Stormwater Capital Prj.		15,000	676,357	323,643	1,015,000	1,015,000	0	1,015,000	0	1,015,000

2018 Preliminary Employee Allocations by Funding Source							
Positions	Full Time Equivalent (FTE)	Funding Agreement	General Fund	Street Fund	Water Fund	Sewer Fund	Storm water Fund
1 City Clerk							
2 City Clerk/HR Manager	1.00	0.25	0.45		0.10	0.10	0.10
3 Administrative Assistant II	1.00		0.10		0.30	0.30	0.30
4 Deputy City Clerk	1.00		0.50	0.04	0.15	0.15	0.16
5 Total City Clerk	3.00	0.25	1.05	0.04	0.55	0.55	0.56
6 Finance Department							
7 Finance Director	1.00		0.70		0.10	0.10	0.10
8 Deputy Finance Director	1.00		0.72		0.09	0.10	0.09
9 Senior Accountant	1.00		0.60	0.04	0.12	0.12	0.12
10 Total Finance	3.00		2.02	0.04	0.31	0.32	0.31
11 Information Technology							
12 Information Service Manager	0.75	0.10	0.41	0.02	0.08	0.08	0.06
13 Total Info Technology	0.75	0.10	0.41	0.02	0.08	0.08	0.06
14 Police Department							
15 Police Chief	1.00		1.00				
16 Police Commander	1.00		1.00				
17 Sergeant	2.00		2.00				
18 Police Officers (1 unfrozen)	6.00		6.00				
19 Police Records Coordinator	1.00		1.00				
20 Police Clerk	0.73		0.73				
21 Total Police Department	11.73		11.73				
22 Municipal Court							
23 Court Administrator	1.00		1.00				
24 Court Clerk	1.00		1.00				
25 Total Court	2.00		2.00				
26 Community Development							
27 Community Development Director	1.00		1.00				
28 Sr. Planner	1.00		1.00				
29 Building Official (new)	1.00		1.00				
30 Permit Technician Supervisor	1.00		1.00				
31 Permit Technician	1.00		1.00				
32 Total Community Development	5.00		5.00				
33 Master Dev Review Team (MDRT)							
34 MDRT & Economic Dev Director	1.00	1.00					
35 Construction Inspector Supervisor	1.00	1.00					
36 Construction Inspector (new)	1.00	1.00					
37 Senior Accountant	0.75	0.75					
38 Total MDRT Review Team	3.75	3.75					
39 Facilities Department							
40 Facilities Equipment Coordinator	1.00		0.80	0.05	0.05	0.05	0.05
41 Total Facilities	1.00		0.80	0.05	0.05	0.05	0.05
42 Public Works							
43 Public Works Director	1.00		0.06	0.26	0.23	0.23	0.22
44 Capital Project/Program Manager	1.00			0.25	0.25	0.25	0.25
45 Utilities Supervisor	1.00		0.05	0.23	0.24	0.24	0.24
46 Utility Worker	2.00		0.10	0.4	0.5	0.5	0.5
47 Utilities Operator	1.00		0.10	0.15	0.25	0.25	0.25
48 Seasonal Maintenance	0.33		0.16	0.06	0.06		0.05
49 Total Public Works	6.33		0.47	1.35	1.53	1.47	1.51
50 Total Budget Positions (FTE's)	36.56	4.10	23.48	1.50	2.52	2.47	2.49

Positions in the 2018 Budget	2018 Proposed Salary Schedule	Step 1	Step 2	Step 3	Step 4	5 & On
	City Administrator	9,345	9,649	10,112	10,478	10,848
	Assistant City Administrator	8,033	8,435	8,837	9,238	9,640
✓	Court Administrator	5,891	6,159	6,427	6,694	6,962
	Court Clerk (hourly)	18.54	20.09	21.63	23.18	24.72
✓	Court Clerk	3,213	3,482	3,749	4,017	4,284
	Accounts Payable Clerk (hourly)	17.91	19.34	20.89	22.56	24.93
✓	MDRT & Economic Director	7,498	7,899	8,301	8,703	9,104
	City Attorney	8,161	8,569	8,997	9,447	9,919
✓	City Clerk/HR Manager	7,498	7,899	8,301	8,703	9,104
✓	Deputy City Clerk	4,499	4,814	5,128	5,443	5,757
✓	Finance Director	7,498	7,899	8,301	8,703	9,104
✓	Deputy Finance Director	6,631	7,013	7,396	7,778	8,161
	Utility Clerk	3,213	3,481	3,749	4,017	4,284
✓	Senior Accountant	4,499	4,814	5,128	5,443	5,757
✓	Senior Accountant (hourly)	25.79	27.08	28.43	29.86	31.35
	Accountant I Journey (hourly)	16.61	17.43	18.30	19.22	20.18
✓	Administrative Assistant II	3,213	3,481	3,749	4,017	4,284
	Administrative Assistant I	2,356	2,544	2,731	2,919	3,106
✓	Information Services Manager	6,962	7,364	7,766	8,167	8,569
✓	Police Chief	10,236	10,585	11,008	11,287	11,692
✓	Police Commander	9,194	9,514	9,794	10,074	10,398
✓	Police Sergeant	8,292	8,757	-	-	-
✓	Police Officer	5,037	5,645	6,255	6,863	7,440
✓	Police Records Coordinator	4,499	4,814	5,128	5,443	5,757
✓	Police Clerk (hourly)	15.05	16.51	17.96	18.98	20.87
✓	Facilities Equipment Coordinator	4,499	4,814	5,128	5,443	5,757
	Human Resources Director	7,498	7,899	8,301	8,703	9,104
✓	Community Dev/Nat Resources Director	7,498	7,899	8,301	8,703	9,104
✓	Permit Center Supervisor	5,891	6,159	6,427	6,694	6,962
✓	Permit Technician	4,499	4,814	5,128	5,443	5,757
	Permit Technician (hourly)	25.95	27.77	29.59	31.40	33.22
	Compliance Officer	4,499	4,814	5,128	5,443	5,757
✓	Senior Planner	5,355	5,622	5,903	6,198	6,508
	Planner	4,499	4,814	5,128	5,443	5,757
	Associate Planner	4,482	4,707	4,942	5,189	5,448
	Assistant Planner	4,181	4,391	4,610	4,840	5,082
✓	Building Official	6,962	7,364	7,766	8,167	8,569
	Parks Department Director	7,498	7,899	8,301	8,703	9,104
✓	Public Works Director	7,498	7,899	8,301	8,703	9,104
✓	Utilities Superintendent	6,962	7,364	7,766	8,167	8,569
✓	Construction Inspector Supervisor	6,962	7,364	7,766	8,167	8,569
✓	Construction Inspector	5,570	5,892	6,213	6,534	6,855
✓	Public Utilities Operator	4,713	4,794	4,889	4,982	5,076
✓	Capital Projects Program Manager	5,355	5,622	5,903	6,198	6,508
	Public Works Administrative Asst. 3	4,250	4,463	4,686	4,920	5,167
✓	Utility Worker-Facility/Eq/Utility Worker	3,323	3,644	3,965	4,287	4,629
✓	Utility Worker Seasonal (hourly)	13.24		-	-	-



CITY OF BLACK DIAMOND

2017 Calendar for 2018 Budget Meetings As Adopted by Resolution 17-1178

	Process	Internal due date	Work Study	City Council	State Law Limitations
1	Budget CALL: Budget requests and instructions go out to all departments	Aug 7 or sooner			By Sept 11
2	Estimates to be filed with Finance/ City Clerk	Aug 14			Before Sept 25
3	<u>Special Meeting</u> Workstudy 6pm - CAO provides Council with current info on Revenue from all sources as adopted in 2017 Budget, provides the Clerk's proposed Prelim 2018 Budget for General Fund and 2018 Budget totals for all funds including debt service.	Sept 20	Sept 28		October 2
4	City Clerk Submits to CAO the proposed prelim budget setting forth the complete financial program	Sept 20			October 2
5	Workstudy Meeting 5:30 – General Fund Budget REV and EXP for Public Safety, Com Dev, Parks etc.	Oct 10	Oct 19		Oct 16 – Nov 15
6	<u>Special Meeting</u> - Workstudy – Public Works Budgets for REV and EXP for Street, Water, Sewer, Stormwater, REET 1&2 and Gen Govt, Utilities, Capital Projects and Debt Service.	Oct 20	Oct 26		Oct 16 – Nov 15
7	Mayor prepares Preliminary Budget and message and files with Council and Clerk			Nov 2	Nov 2
8	City Clerk publishes notice of Public Hearing on 2018 Budget and filing of Preliminary Budget – once a week for 2 consecutive weeks				Nov 2 – Nov 20
9	<u>Special Meeting</u> - Public Hearing on Revenue Sources including possible increases in Property Tax.			Nov 9	Oct 16 – Nov 15
10	Copies of Preliminary Budget made available to the public	Nov 10		Nov 16	Nov 20
11	Preliminary 2018 Budget Document ready. City Council holds 1 st Public Hearing on 2018 Budget	Nov 10		Nov 16	Nov 2 – Nov 29
12	Adopt Property Tax 2018, forward to King County by 11/30/2017	Nov 10		Nov 16	Nov 30
13	<u>Special Meeting</u> - Final Budget Hearing on 2018 Budget	Nov 28		Dec 4	Dec 4
14	File Property tax worksheet and Ordinances with King County	Dec 4			Dec 4
15	City Council adopts Final 2018 Budget and submits to State Auditor and Association of Washington Cities			Dec 7 or 21	Dec 29