

CITY OF KIRKLAND
CHANGE IN FUND BALANCE (Beginning 2005 to Ending 2008)
SOLID WASTE UTILITY

| | Solid Waste |
|--|------------------------|
| 2005 Actual Beginning Fund Balance | 765,913 |
| <i>Reserved</i> | <i>0</i> |
| <i>Unreserved Working Capital</i> | <i>765,913</i> |
| Plus: 2005-06 Estimated Revenues | 14,680,928 |
| Less: 2005-06 Estimated Expenditures | 14,614,141 |
| 2005-06 Estimated Ending Fund Balance | 832,700 |
| Less: Funding for Carryovers to 2007 | 0 |
| 2007 Budgeted Beginning Fund Balance | 832,700 |
| Plus: 2007-08 Budgeted Revenues | 16,230,170 |
| Less: 2007-08 Budgeted Expenditures | 16,024,372 |
| 2008 Budgeted Ending Fund Balance | 1,038,498 |
| <i>Reserved</i> | <i>0</i> |
| <i>Unreserved Working Capital</i> | <i>1,038,498</i> |
| Change in Fund Balance: Beginning 2005 to Ending 2008 | 272,585 |

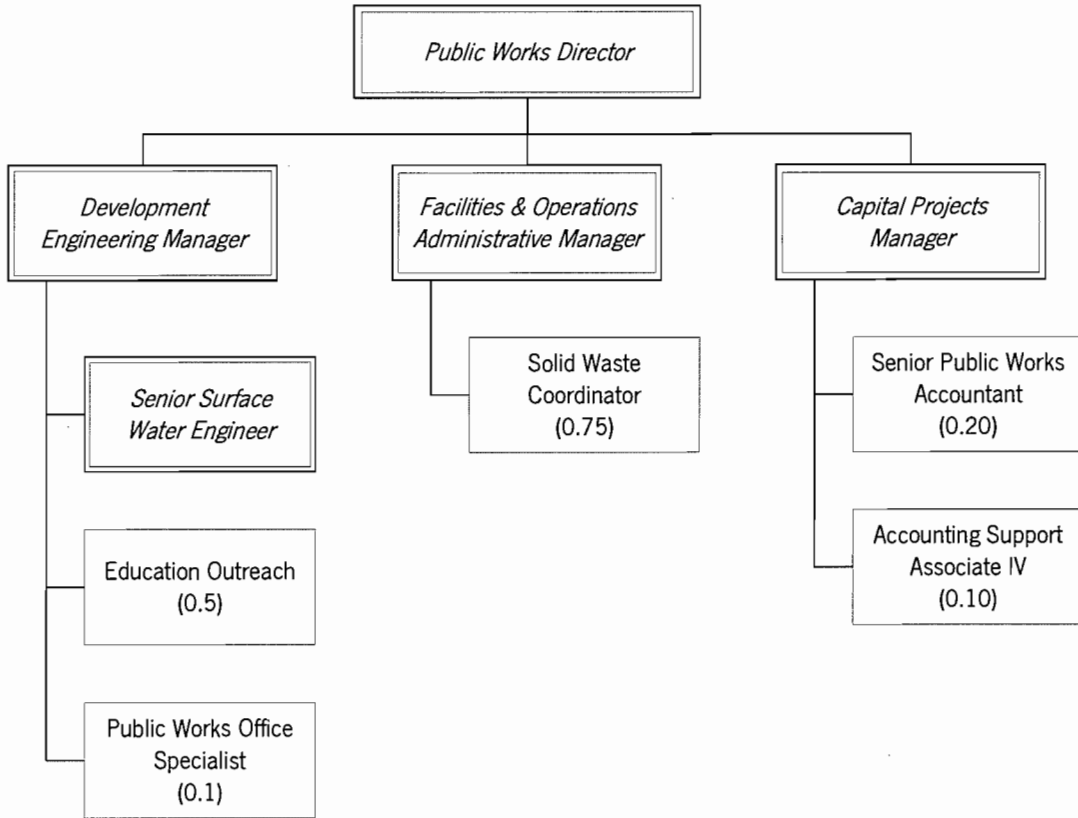
Note:

The increase in fund balance is due to the accumulation of resources to build working capital.



CITY OF KIRKLAND
Public Works Department

Solid Waste Fund



Boxes with a double outline and italic text indicate positions which report to this department but which are budgeted in a separate operating fund.



DEPARTMENT OVERVIEW

SOLID WASTE FUND

MISSION

The Solid Waste Fund was created for the sole purpose of handling all monies collected for solid waste and recycling services, and disbursement of monies for expenses and contract payments made in connection with this service.

DEPARTMENT FUNCTIONS

The City, by ordinance, collects all garbage within the city limits of Kirkland. The City provides this service by contracting with a private contractor. The current contract with Waste Management expires September 30, 2010.

The City also coordinates all recycling grants/events and provides staff/consultants in that area.

2005-2006 ACCOMPLISHMENTS

- Exceeded Council's single family recycling diversion goal of 52% (60% diversion in 2005).
- Surpassed Council's waste generation goal of less than 33 lbs. of garbage per household per week among single family residents (29 lbs/wk in 2005).
- Surveyed all multifamily residents and property managers to determine attitudes and awareness of City recycling services; requested residents' input and implemented their preferences for future program direction.
- Completed commercial foodwaste recycling pilot program in the Totem Lake area; nearly 100 tons of organic materials were recycled by 27 businesses during the 12 month project.
- Increased Public Outreach by:
 - Publishing and mailing *Reuse/Recycle/Conserve* newsletter to all residents containing important local and regional recycling information;

- Helped staff a booth and provided recycling information at Summerfest; and
- Publishing monthly recycling tips in the *Kirkland Courier*.
- Conducted three spring and fall residential special collection events for difficult to recycle items at the Houghton Park and Ride; the events diverted nearly 140 tons of recyclable materials from 1,757 participants. A fourth event is scheduled for October, 2006.
- Organized the sixth annual business recycling event at the Totem Lake Mall in which 124 Kirkland businesses recycled 18 tons of materials. Another event will be held in September, 2006.
- Negotiated a Memorandum of Understanding with the King County Solid Waste Division to make the Houghton Transfer Station a better neighbor.

2007-2008 OBJECTIVES

Environmental Stewardship

- Establish a citywide household battery recycling program.
- Create a commercial foodwaste recycling program in order to divert organic materials from burial in the landfill and, instead, turn the materials into compost for landscaping.
- Participate in regional solid waste planning to update King County's 2001 Solid Waste Comprehensive Plan and prepare the system for the eventual closure of the Cedar Hills Landfill (currently expected in 2015).
- Serve on the Metropolitan Solid Waste Management Advisory Committee to advise the King County Executive, King County Council, and the Solid Waste Interlocal Forum on all matters relating to solid waste.

Community Involvement

- Increase public outreach/education through onsite visits to the multifamily and business community.
- Raise awareness of curbside foodwaste recycling program for single family residents.
- Recognize multifamily and business establishments that exhibit outstanding recycling efforts.
- Conduct recycling collection events for residents and businesses.

A Safe Community

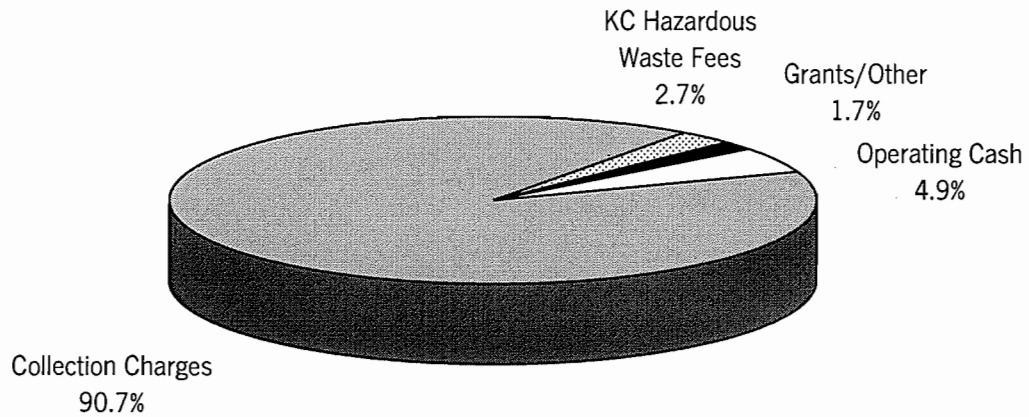
- Set up a solid waste reserve fund for emergency events such as adverse weather events, earthquakes, etc.

Organizational Values

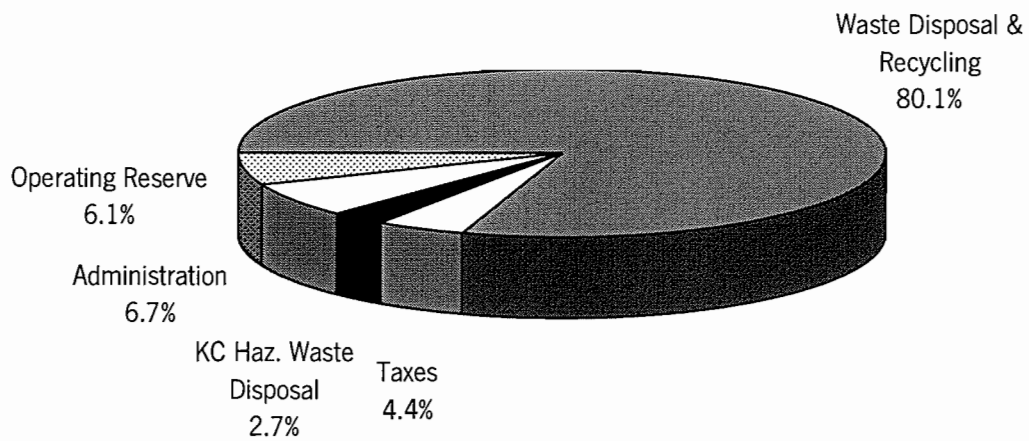
- Use Hansen Maintenance Management Information System (MMIS) for all Surface Water and Wastewater assets planning and maintenance.
- Provide quality orientation to new employees and continued skill building training for existing employees.

2007-2008 BUDGET SOLID WASTE FUND

Sources of Funds



Uses of Funds



2007-2008 BUDGET ANALYSIS

SOLID WASTE FUND

ANALYSIS OF CHANGES

| | |
|---|--------------------------|
| 2005-06 Approved Budget (Including Carryovers) | 15,639,441 |
| Less Reserves | (1,106,919) |
| 2005-06 Approved Budget (Excluding Reserves) | <u>14,532,522</u> |

2007-08 Basic Budget Increases:

| | | |
|---|-----------|------------------|
| Waste Management Disposal Contract | 1,037,594 | |
| King County Hazardous Waste Fees | 119,200 | |
| Central Services & Utility Billing Internal Charges | 34,256 | |
| Salaries & Wages | 10,844 | |
| Excise Taxes | 13,000 | |
| Employee Benefits | 6,774 | |
| Training | 2,000 | |
| Technology Internal Charges | 4,229 | |
| Net Miscellaneous Increases | 1,820 | |
| Total Basic Budget Increases | | 1,229,717 |

2007-08 Basic Budget Decreases:

| | | |
|-------------------------------------|----------|-----------------|
| One-time Adjustments & Carryovers | (89,518) | |
| Total Basic Budget Decreases | | (89,518) |

| | |
|-----------------------------|-------------------|
| 2007-08 Basic Budget | 15,672,721 |
|-----------------------------|-------------------|

2007-08 Service Packages:

| | | |
|--|---------|----------------|
| Commercial Organics Recycling Program | 160,000 | |
| Recycling Pgm Enhancement & Education Outreach Spec. | 124,053 | |
| Utility Billing Customer Accounts Associate | 39,847 | |
| Engineering Office Specialist | 13,651 | |
| Total Service Packages | | 337,551 |

| | |
|--|--------------------------|
| 2007-08 Final Budget (Excluding Reserves) | <u>16,010,272</u> |
|--|--------------------------|

COMPARISON OF 2005-06 BUDGET TO 2007-08 BUDGET

| | Difference | % Change |
|--|-------------------|-----------------|
| 2005-06 Approved Budget (Excluding Reserves) to 2007-08 Final Budget (Excluding Reserves) | 1,477,750 | 10.17% |

2007-2008 FINANCIAL OVERVIEW

SOLID WASTE FUND

FINANCIAL SUMMARY BY OBJECT

| | <u>2003-2004 Actual</u> | <u>2005-2006 Estimate</u> | <u>2005-2006 Budget ^</u> | <u>2007-2008 Budget</u> | <u>Percent Change</u> |
|---------------------|-----------------------------|-------------------------------|-------------------------------|-----------------------------|---------------------------|
| Salaries and Wages | 844 | 123,665 | 121,386 | 193,272 | 59.22% |
| Benefits | 295 | 40,357 | 38,250 | 68,974 | 80.32% |
| Supplies | 0 | 25,840 | 6,000 | 6,721 | 12.02% |
| Other Services | 14,199,511 | 13,316,822 | 13,197,098 | 14,527,390 | 10.08% |
| Government Services | 1,088,912 | 1,102,967 | 1,080,000 | 1,213,915 | 12.40% |
| Capital Outlay | 0 | 0 | 0 | 0 | n/a |
| Reserves | 0 | 4,490 | 1,106,919 | 1,052,598 | -4.91% |
| TOTAL | 15,289,562 | 14,614,141 | 15,549,653 | 17,062,870 | 9.73% |

FINANCIAL SUMMARY BY DIVISION

| | <u>2003-2004 Actual</u> | <u>2005-2006 Estimate</u> | <u>2005-2006 Budget ^</u> | <u>2007-2008 Budget</u> | <u>Percent Change</u> |
|--------------|-----------------------------|-------------------------------|-------------------------------|-----------------------------|---------------------------|
| Solid Waste | 15,289,562 | 14,614,141 | 15,549,653 | 17,062,870 | 9.73% |
| TOTAL | 15,289,562 | 14,614,141 | 15,549,653 | 17,062,870 | 9.73% |

POSITION SUMMARY BY DIVISION

| | <u>2003-2004 Actual</u> | <u>Adjustments</u> | <u>2005-2006 Budget</u> | <u>Adjustments</u> | <u>2007-2008 Budget</u> |
|--------------|-----------------------------|--------------------|-----------------------------|--------------------|-----------------------------|
| Solid Waste | 0.00 | 1.05 | 1.05 | 0.60 | 1.65 |
| TOTAL | 0.00 | 1.05 | 1.05 | 0.60 | 1.65 |

^ 2005-06 Budget excludes 2004 carryovers.

2007-2008 POSITION SUMMARY

SOLID WASTE FUND

POSITION SUMMARY BY CLASSIFICATION

| Classification | 2003-2004 Positions | 2005-2006 Positions | 2007-2008 Positions | 2007 Salary Range |
|---------------------------------|--------------------------------|--------------------------------|--------------------------------|------------------------------|
| Senior Public Works Accountant | 0.00 | 0.20 | 0.20 | 5,056 - 5,948 |
| Solid Waste Coordinator | 0.00 | 0.75 | 0.75 | 4,984 - 5,863 |
| Education Outreach Specialist | 0.00 | 0.00 | 0.50 | 4,704 - 5,534 |
| Public Works Office Specialist | 0.00 | 0.00 | 0.10 | 3,273 - 3,851 |
| Accounting Support Associate IV | 0.00 | 0.10 | 0.10 | 2,933 - 3,451 |
| TOTAL | 0.00 | 1.05 | 1.65 | |

**City of Kirkland
2007-08 Budget
Revenue**

| | | 2003-04 Actual | 2005-06 Estimate | 2005-06 Budget | 2007-08 Budget | Percent Change |
|--|---------|-------------------|---------------------|-------------------|-------------------|-------------------|
| Fund: Solid Waste (431) | | | | | | |
| Intergovernmental Revenue | | | | | | |
| State Grants | | | | | | |
| Dept of Ecology | 3340310 | 70,236 | 83,977 | 65,605 | 55,215 | -15.83 % |
| Total for State Grants: | | 70,236 | 83,977 | 65,605 | 55,215 | -15.83 % |
| Interlocal Grants/Entitlements | | | | | | |
| Local Hazardous Waste | 3370803 | 25,776 | 24,539 | 26,200 | 20,000 | -23.66 % |
| Waste Reduction & Recycling | 3370804 | 115,751 | 113,136 | 132,293 | 120,000 | -9.29 % |
| Total for Interlocal Grants/Entitlements: | | 141,527 | 137,675 | 158,493 | 140,000 | -11.66 % |
| Total for Intergovernmental Revenue: | | 211,763 | 221,652 | 224,098 | 195,215 | -12.88 % |
| Charges for Goods and Services | | | | | | |
| Physical Environment | | | | | | |
| Residential Collection | 3437001 | 5,292,172 | 5,578,113 | 5,417,572 | 6,151,186 | 13.54 % |
| Multi-Family Collection | 3437002 | 3,673,631 | 3,487,237 | 3,514,233 | 3,955,412 | 12.55 % |
| Commercial Collection | 3437003 | 5,495,818 | 4,824,555 | 5,213,125 | 5,258,157 | 0.86 % |
| Solid Waste Penalties | 3437004 | 109,909 | 103,324 | 110,000 | 110,000 | 0.00 % |
| Waste Wheeler Service | 3437005 | 187 | 141 | 0 | 0 | 0.00 % |
| King County Hazardous Waste | 3439002 | 340,235 | 384,761 | 344,000 | 459,200 | 33.48 % |
| Total for Physical Environment: | | 14,911,952 | 14,378,131 | 14,598,930 | 15,933,955 | 9.14 % |
| Total for Charges for Goods and Services: | | 14,911,952 | 14,378,131 | 14,598,930 | 15,933,955 | 9.14 % |
| Miscellaneous Revenues | | | | | | |
| Interest and Other Earnings | | | | | | |
| Investment Interest | 3611101 | 35,911 | 81,179 | 50,500 | 101,000 | 100.00 % |
| Total for Interest and Other Earnings: | | 35,911 | 81,179 | 50,500 | 101,000 | 100.00 % |
| Other Misc Revenues | | | | | | |
| Other Misc Revenue | 3699001 | 3,011 | 0 | 0 | 0 | 0.00 % |
| Total for Other Misc Revenues: | | 3,011 | 0 | 0 | 0 | 0.00 % |
| Total for Miscellaneous Revenues: | | 38,922 | 81,179 | 50,500 | 101,000 | 100.00 % |
| Other Financing Sources | | | | | | |
| Resources Forward | | | | | | |
| Resources Forward | 3999901 | 0 | 765,913 | 765,913 | 832,700 | 8.71 % |
| Total for Resources Forward: | | 0 | 765,913 | 765,913 | 832,700 | 8.71 % |
| Total for Other Financing Sources: | | 0 | 765,913 | 765,913 | 832,700 | 8.71 % |

**City of Kirkland
2007-08 Budget
Revenue**

| | 2003-04 Actual | 2005-06 Estimate | 2005-06 Budget | 2007-08 Budget | Percent Change |
|-------------------------------|---------------------------|-----------------------------|---------------------------|---------------------------|---------------------------|
| Total for Solid Waste: | <u>15,162,637</u> | <u>15,446,875</u> | <u>15,639,441</u> | <u>17,062,870</u> | 9.10 % |