

**CITY OF KIRKLAND
CHANGE IN FUND BALANCE (Beginning 2009 to Ending 2012)
SOLID WASTE UTILITY**

	Solid Waste
2009 Actual Beginning Fund Balance	1,338,548
<i>Reserved</i>	-
<i>Unreserved Working Capital</i>	<i>1,338,548</i>
Plus: 2009-10 Estimated Revenues	17,109,170
Less: 2009-10 Estimated Expenditures	16,496,130
2009-10 Estimated Ending Fund Balance	1,951,588
Less: Funding for Carryovers to 2011	555,951
2011 Budgeted Beginning Fund Balance	1,395,637
Plus: 2011-12 Budgeted Revenues	29,462,954
Less: 2011-12 Budgeted Expenditures	28,795,279
2012 Budgeted Ending Fund Balance	2,063,312
<i>Reserved</i>	-
<i>Unreserved Working Capital</i>	<i>2,063,312</i>
Change in Fund Balance: Beginning 2009 to Ending 2012	724,764

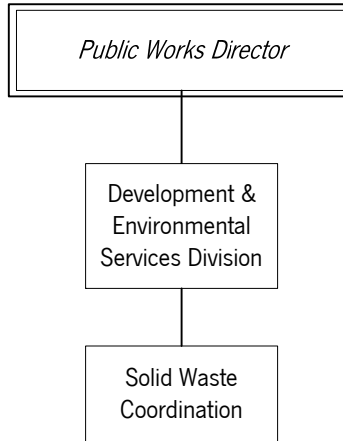
Note:

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, 2012.

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

2009-2010 ACCOMPLISHMENTS

- Held three spring and fall residential recycling collection events at the Houghton Park and Ride. The events diverted 110 tons of recyclable materials from 2,361 participants. A fourth event is scheduled for October, 2010.
- Held the tenth annual business recycling collection event at the Totem Lake Mall in which 181 Kirkland businesses recycled 17 tons of materials. Another event was held in September, 2010.
- Achieved the highest single family recycling diversion rate in King County in 2009 for the third consecutive year (highest in King County among 32 cities with greater than 500 customers).
- Relative to 2008, Kirkland residents and business disposed of 2,700 fewer tons of combined garbage, recycling, and yard waste in 2009 and sent over 2,000 fewer tons of garbage to the landfill.
- Aggressive campaign implemented in 2008 to increase the multifamily recycling diversion rate. Program included the distribution of over 1,100 personal sized recycling containers and conservation education materials to 33 properties. Since 2008, 2,300 recycling containers have been distributed to 58 properties.
- Expanded the Commercial Organics Program to over 100 participants including all Kirkland LWSU schools. Total organics tonnage diverted from the landfill in 2009 was 252 tons compared to 91 tons in 2008.
- Started the first free multifamily food scrap recycling program in King County. The number of properties participating in the program is 18 as of June 2010.
- Amended Kirkland Zoning Code to require that adequate recycling space is provided at all new multifamily properties.
- Battery Recycling Program collected over 7,000 pounds of batteries in 2009 and through June 2010. Overall, over 17,000 pounds of batteries have been collected and recycled since the start of the program in 2007.
- Administered the Kirkland Green Business Program and recognized 36 businesses in a broad array of categories to include waste reduction and recycling, and water conservation. Since September 2007, a total of 70 businesses have been recognized as Kirkland Green Businesses.
- Adopted a linear rate structure designed to encourage residents and businesses to reduce waste and recycle more.
- Actively participated in the development of the 2010 King County Comprehensive Solid Waste Management Plan update as a member of the Metropolitan Solid Waste Management Advisory Committee (MSWMAC). The plan update will be

proposed for formal City Council adoption in fall 2010.

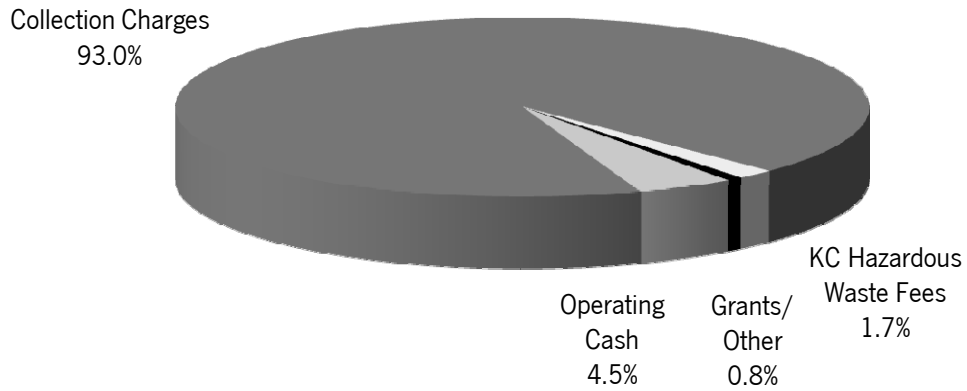
- Increased Public Outreach:
 - Published and mailed four single family and multifamily editions and two business editions of the award-winning Reuse, Recycle, Conserve newsletters. Each edition contained information on recycling, water conservation, and surface water stewardship.
 - Staffed recycling information booths at local farmers markets and the Kirkland Uncorked events.
 - Purchased and installed two “Big Belly” solar powered compactor and recycling kiosks in the CBD with ad panels that were used to provide public education and outreach on various recycling and conservation topics.

2011-2012 OBJECTIVES

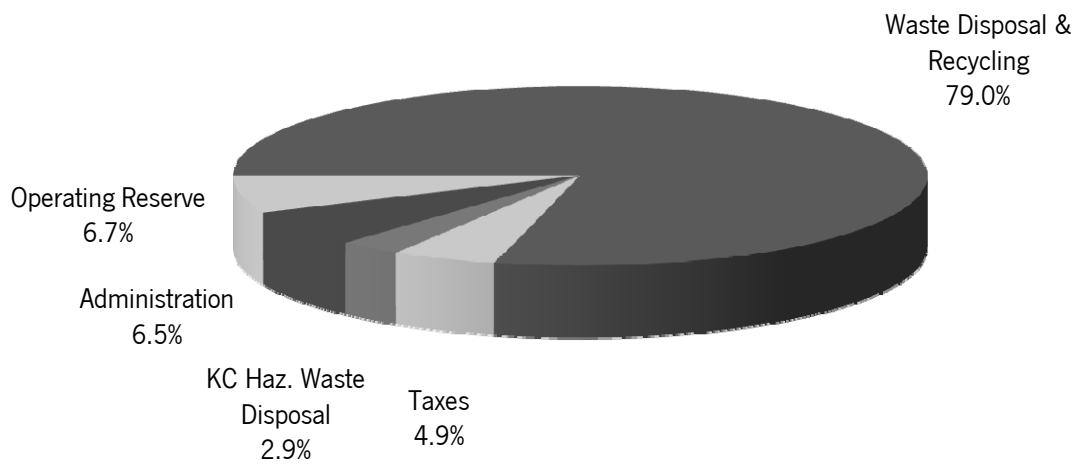
- Serve on the Metropolitan Solid Waste Management Advisory Committee to advise the King County Solid Waste Division and the Solid Waste Interlocal Forum on all matters related to solid waste.
- Achieve and maintain a 70 percent single family recycling diversion rate.
- Expand and enhance multi-family recycling programs to sustain a recycling diversion rate greater than 20 percent to include recycling container distribution, food scrap collection, and onsite assistance to improve or reconfigure recycling service levels.
- Continue to advocate for alternatives to disposable plastic bags and polystyrene food service products.
- Continue to support product stewardship/producer responsibility legislative initiatives.
- Complete the transition of 10,000 new annexation area customers into current solid waste contract’s services and City recycling programs to maintain Kirkland’s place as an annual recycling diversion rate leader.
- Promote and expand participation in Commercial Organics and Multifamily Food Scrap Recycling Programs.
- Conduct recycling collection events for residents and businesses.
- Maintain and increase waste diversion rates through community involvement activities including establishing recycling information booth at special events and markets and making waste reduction and recycling presentations to multi-family tenant groups, at Neighborhood Association meetings, and at businesses.
- Increase public outreach and assistance to businesses with on-site visits and through the distribution of recycling and conservation education materials.
- Raise awareness of curbside food scrap recycling program for single family residents through community outreach.
- Manage process leading up to the expiration of the Comprehensive Garbage, Recyclables, and Organics Collection Contract with Waste Management in September, 2012. Evaluate best options available that will maintain or enhance current established service levels and result in the lowest service rates. Options may include extending, renegotiating, or rebidding the contract.
- Established a Solid Waste rate street preservation component to address the incremental impact of heavily loaded garbage trucks on City streets.
- Collectively negotiate a new Solid Waste Interlocal Agreement with the King County Solid Waste Division to ensure future transfer system infrastructure and recycling improvements, financial stability, and the eventual closure of the Houghton Transfer Station in 2016.
- Continue to develop and adopt a Disaster Debris Management Plan to expedite the community’s recovery from natural disasters.

2011-2012 BUDGET SOLID WASTE FUND

Sources of Funds



Uses of Funds



2011-2012 BUDGET ANALYSIS

SOLID WASTE FUND

ANALYSIS OF CHANGES

2009-10 Approved Budget (Including Carryovers & Furlough Concessions)		18,578,902
One-Time Adjustments, Carryovers and Reserves	(1,532,486)	
Restore 2010 3.4% Wage Reductions and Related Reductions	5,592	
Total One-Time Adjustments and Carryovers		(1,526,894)
Less Annexation Service Packages Approved in 2010 (see below)		-
2009-10 Ongoing Budget		17,052,008

2011-12 Basic Budget Changes:		
Salaries & Wages	(21,129)	
Employee Benefits	16,136	
Fleet - Internal Services Rate	-	
IT - Internal Services Rate	(8,487)	
Facilities - Internal Services Rate	-	
Central Service Charges	100,660	
Waste Management Contract	(661,406)	
Recycling Grant Administration	100,000	
Net Miscellaneous Adjustments	133,238	
Total Basic Budget Changes		(340,988)
2011-12 Basic Budget Changes as Percent of 2009-10 Ongoing Budget		-2.00%

2011-12 Basic Budget (Excluding Ongoing Annexation Service Packages Approved in 2010)		16,711,020
Expenditure Reductions		
2011-12 Department Expenditure Reductions	-	
2011-12 Reductions due to Internal Service Rate Changes	(1,153)	
Total 2011-12 Expenditure Reductions		(1,153)
2011-12 Expenditure Reductions as Percent of 2011-12 Basic Budget		-0.01%
Service Packages		
Department Service Packages	-	
Service Packages Requested/Funded by Other Departments	-	
Total 2011-12 Service Packages		-
2011-12 Service Packages as Percent of 2011-12 Basic Budget		0.00%

Subtotal 2011-12 Budget Before Annexation 16,709,867

Annexation:		
Ongoing Annexation Service Packages Approved in 2010	-	
2011-12 Annexation Service Packages	12,063,951	
Interfund Adjustments	16,461	
Total Annexation Costs		12,080,412
Annexation Costs as Percent of 2011-12 Basic Budget		72.29%

Changes Due to Fund Restructuring:		
Fund Restructuring Changes as Percent of 2011-12 Basic Budget		0.00%

Reserves		2,068,312
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2011-12 Adopted Budget (Including Annexation & Fund Changes) 30,858,591

COMPARISON OF 2009-10 BUDGET TO 2011-12 BUDGET

	<u>Difference</u>	<u>% Change</u>
2009-10 Approved Budget to 2011-12 Adopted Budget	12,279,689	66.09%

2011-2012 FINANCIAL OVERVIEW

SOLID WASTE FUND

FINANCIAL SUMMARY BY OBJECT

	<u>2007-2008 Actual</u>	<u>2009-2010 Estimate</u>	<u>2009-2010 Budget</u>	<u>2011-2012 Budget</u>	<u>Percent Change</u>
Salaries and Wages	190,983	280,146	295,434	507,974	71.94%
Benefits	68,099	100,864	98,171	208,801	112.69%
Supplies	6,598	24,117	6,200	18,020	190.65%
Other Services	14,501,840	14,741,010	15,355,538	25,653,053	67.06%
Government Services	1,256,190	1,349,993	1,296,738	2,402,431	85.27%
Capital Outlay	-	-	-	-	n/a
Reserves	-	-	1,526,821	2,068,312	35.47%
TOTAL	16,023,710	16,496,130	18,578,902	30,858,591	66.09%

FINANCIAL SUMMARY BY DIVISION

	<u>2007-2008 Actual</u>	<u>2009-2010 Estimate</u>	<u>2009-2010 Budget</u>	<u>2011-2012 Budget</u>	<u>Percent Change</u>
Solid Waste	16,023,710	16,496,130	18,578,902	30,858,591	66.09%
TOTAL	16,023,710	16,496,130	18,578,902	30,858,591	66.09%

POSITION SUMMARY BY DIVISION

	<u>2007-2008 Actual</u>	<u>Adjustments</u>	<u>2009-2010 Budget</u>	<u>Adjustments</u>	<u>2011-2012 Budget</u>
Solid Waste	1.65	0.35	2.00	1.30	3.30
TOTAL	1.65	0.35	2.00	1.30	3.30

2011-2012 POSITION SUMMARY

SOLID WASTE FUND

POSITION SUMMARY BY CLASSIFICATION

Classification	2009-2010 Positions	Budget Reductions	Service Packages	Annexation Positions	Reallocations	2011-2012 Positions	Budgeted 2011 Salary Range
Development Engineering Manager	0.05					0.05	7,597 - 9,802
Surface Water Engineer Supervisor	0.05					0.05	6,420 - 8,284
Sr Solid Waste Coordinator	0.00			1.00		1.00	5,673 - 6,674*
Senior Public Works Accountant	0.20				(0.20)	0.00	
Solid Waste Coordinator	1.00					1.00	5,511 - 6,484
Education Outreach Specialist	0.50			0.50		1.00	5,202 - 6,121
Permit Technician	0.10					0.10	4,195 - 4,935
Accounting Support Associate IV	0.10					0.10	4,007 - 4,714
TOTAL	2.00	0.00	0.00	1.50	(0.20)	3.30	

*Salary range for new position is estimate only

**City of Kirkland
2011-12 Budget**

Revenue

		2007-08 Actual	2009-10 Estimate	2009-10 Budget	2011-12 Budget	Percent Change
Fund: Solid Waste (431)						
Intergovernmental Revenue						
Direct Federal Grants						
Dept of Homeland Security	3319703	44,439	0	0	0	0.00%
Total for Direct Federal Grants:		44,439	0	0	0	0.00%
State Grants						
Military Department	3340180	7,406	0	0	0	0.00%
Dept of Ecology	3340310	76,988	47,439	58,989	50,000	-15.23%
Total for State Grants:		84,394	47,439	58,989	50,000	-15.23%
Interlocal GrantsEntitlements						
Local Hazardous Waste	3370803	28,749	31,805	32,000	30,000	-6.25%
Waste Reduction Recycling	3370804	122,065	110,605	107,717	120,000	11.40%
Total for Interlocal GrantsEntitlements:		150,814	142,410	139,717	150,000	7.35%
Total for Intergovernmental Revenue:		279,647	189,849	198,706	200,000	0.65%
Charges for Goods and Services						
Physical Environment						
Residential Collection	3437001	6,110,016	6,608,158	5,944,000	11,950,155	101.04%
Multi-Family Collection	3437002	3,825,940	3,711,871	4,140,500	6,632,750	60.19%
Commercial Collection	3437003	5,495,455	5,902,407	6,300,248	9,995,011	58.64%
Solid Waste Penalties	3437004	100,331	109,453	110,000	113,470	3.15%
King County Hazardous Waste	3439002	462,141	464,685	472,000	540,000	14.40%
Total for Physical Environment:		15,993,883	16,796,574	16,966,748	29,231,386	72.28%
Total for Charges for Goods and Services:		15,993,883	16,796,574	16,966,748	29,231,386	72.28%
Miscellaneous Revenues						
Interest and Other Earnings						
Investment Interest	3611101	130,017	89,119	74,900	31,568	-57.85%
Int on Sales Tax Contract AR	3614001	0	1,350	0	0	0.00%
Total for Interest and Other Earnings:		130,017	90,469	74,900	31,568	-57.85%
Other Misc Revenues						
Other Misc Revenue	3699001	0	11,548	0	0	0.00%
Total for Other Misc Revenues:		0	11,548	0	0	0.00%
Total for Miscellaneous Revenues:		130,017	102,017	74,900	31,568	-57.85%
Other Financing Sources						
Resources Forward						
Resources Forward	3999901	0	0	1,338,548	1,395,637	4.26%

**City of Kirkland
2011-12 Budget**

Revenue

	2007-08 Actual	2009-10 Estimate	2009-10 Budget	2011-12 Budget	Percent Change
Total for Resources Forward:	0	0	1,338,548	1,395,637	4.26 %
Total for Other Financing Sources:	0	0	1,338,548	1,395,637	4.26 %
Total for Solid Waste:	16,403,547	17,088,440	18,578,902	30,858,591	66.09 %