



MEDINA, WASHINGTON

AGENDA BILL

Monday, November 14, 2022

Subject: 2023 Final Budget and Salary Schedule

Category: Ordinance, City Council Business, Public Hearing

Staff Contact: Ryan Wagner, Finance Director

Summary

History and Background Information:

June 13, 2022 Regular Meeting: Public Hearing to consider the 2023-2028 Six Year Capital Improvement and Transportation Plan (CIP/TIB/Non-TIB).

September 12, 2022 Regular Meeting: The City Council held its first public hearing on the 2023 Budget.

September 26, 2022 Study Session: The 2023 Preliminary Budget was reviewed by Fund and by Department as presented in the 2023 Preliminary Budget document. Detailed line-item spreadsheets were also made available. Key Revenue and Expense items were discussed and Department Directors were present to answer specific questions.

October 10, 2022 Regular Meeting: The City Council held its second public hearing on the 2023 Budget.

November 14, 2022 Regular Meeting: The City Council will hold its third public hearing on the 2023 Budget.

2023 Budget Assumptions:

General Fund & Street Operations (77.6% of Total City Budget):

- Property tax increase of 3.62% reflects 3.15% increase to the regular levy, \$56K due to new construction and \$11K estimated increase in utility values & prior year refunds.
- Sales tax is assuming a slight quieting of construction-oriented sales tax collection and some post-COVID return to the mall to shop, reducing destination-based internet sales taxes.
- Utility tax predicted to stay relatively flat from 2022 due to rate adjustments and an anticipated colder winter which will impact usage.
- Passport acceptance services resumed in 2022 at pre covid levels, predicted one time revenue of \$400K did not occur.
- Investment Interest is predicted to be higher in 2023 due to continued increases in the federal fund rate.
- 54% of General Fund and Street Operations spending is on direct labor. A notated version of the 2023 draft budget ordinance's attachment, representing the salary schedule detailed by position, is included at the end of this brief. Direct staff's COLA adjustments are based on the following:
 - Police Guild Contract (8 FTEs), 5%-- contract expiring 12/31/2026.
 - Teamsters Clerical Contract (6 FTEs), 4%-- contract expiring 12/31/2024.
 - Teamsters Public Works Contract (4 FTEs), 4%-- contract expired 12/31/2024.

- Unrepresented Employees, including City Manager (7.7 FTEs), based on June 30th CPI-W (Seattle-Tacoma-Bellevue) of 10.1%, capped at a 4% increase.

Employee benefit rates have been finalized by AWC and are reflected in this budget. In 2021 AWC raised rates by 4% on medical premiums, in 2022 that number was 5.8%. We see another increase of 4.5% for 2023 which is reflected in this budget. Dental and Vision are held to 0%. The City pays 90% of medical premiums for employees and their dependents plus 100% of dental, vision, employee only LTD/life insurance.

- 76% of General Fund and Street Operations budgeted spending is for State Mandated Services: Public Safety, City Manager & Finance. 23% is spent on the Essential Services that support the need for delivering effective and efficient public service and a reliable public infrastructure such as IT, park & building maintenance, and risk management. ***The remaining 1% is discretionary spending for quality of life and other Council initiatives.***

Development Services Fund (10.6% of Total City Budget):

- The City, to meet its goal of greater transparency, decided to extract the Development Services Department's related revenues, expenses (direct and allocated) and customer deposits from the General Fund and place them in a newly created Development Services Fund, starting with Budget Year 2022. Development Services is a State Mandated program which funds itself through fees and occasional grants.
- Revenue in 2022 was down compared to what was expected, 2023 estimates are more conservative to match cooling market and current actuals.

Capital Projects Fund (11.4% of Total City Budget):

- 2023's anticipated REET revenue of \$1.13M has been budgeted conservatively. It assumes there is a finite amount of developable inventory within the City as well as available local industry and customers with an appetite to take on the types of homes that we have seen built.
- A copy of 6-year Capital Improvement Plan through 2028, approved by City Council on June 13th is attached, which outlines projects targeted for 2023.

Tree Fund (0.4% of Total City Budget):

- 2023 anticipates \$3,075 in revenues and plans to use part of \$60K fund balance towards \$40K of hazardous tree removal and replanting.

Attachment(s)

1. 2023 City Manager Budget Message
2. 2023 Budget In Brief
3. 2023 Project List as of 6/14/2022
4. 2023 Budget Ordinance No. 1014 and 2022 Salary Schedule **Attachment A**

Budget/Fiscal Impact: See attached.

Recommendation: Adopt 2023 Budget Ordinance No. 1014.

City Manager Approval: 

Proposed Council Motion: “I move to approve Ordinance No. 1014, adopting the 2023 Budget for the City of Medina setting forth the summary of estimated revenues and expenditures for each fund and the 2023 Salary Schedule.”

Time Estimate: 30 minutes

City of Medina 2023 Proposed Budget



To the Community and Council of the City of Medina, staff is proud to present the 2023 preliminary budget.

Included with the proposed budget, is the below memo to give an overview of the 2019 passed property tax levy lid lift, along with what to expect for 2023 and beyond at the department level.

2019 Property Tax Levy Lid Lift

The promises that were made to the voters, if they passed the measure, are the foundation this budget was built on.

Why did we go to the ballot? The City was at a financial crossroads. Rising costs were making it difficult for the City to provide the level of services our community has come to expect. Until 2019, the City had been able to balance the budget through aggressive cost-savings measures, identifying additional revenue sources and dipping into reserves. But in looking long-term, the City determined it could no longer find efficiencies without impacting service delivery.

The 1% rule: While property values continue to rise, the City's tax revenues don't rise in tandem. This is because the City's tax revenues are not based on a percentage of Medina property value; instead, the City is authorized to collect a predetermined amount of property tax each year, and each homeowner pays a proportional share of that predetermined amount. Since 2001, local governments (like Medina) are not allowed to raise their portion of the property tax levy beyond one percent (1%) a year without a vote of the public. For context: In 2019, the City's total 2019 property tax income was set by state law at \$2.8 million in total, and a 1% increase would only yield an additional \$28,000 for the City in 2020, not nearly enough to cover the rising cost of services. (Fire services alone increased by nearly double that amount in 2019.)

Asking the voters to decide: In the fall of 2019, the question of how to maintain Medina went to voters. Because the levy lid lift was approved, the City has funds to continue current service levels without significant cuts.

99% of all Medina's General Fund & Street Operations spending is for services that are state-mandated or essential support functions to the mandated services. However, the state doesn't dictate the level of services to be provided. For example, a city must provide law enforcement, but the state doesn't dictate staffing levels, how often patrols are scheduled, or whether lifeguards are required for public beaches. After nearly 20 years of budget trimming, Medina was facing the need to cut into service levels that would be noticeable in every area, including public safety. In 2018, City Council and staff started a 2-year process of long-term financial planning, exploring options and public engagement surrounding a levy lid lift measure. These promises were born from those conversations and must be kept:

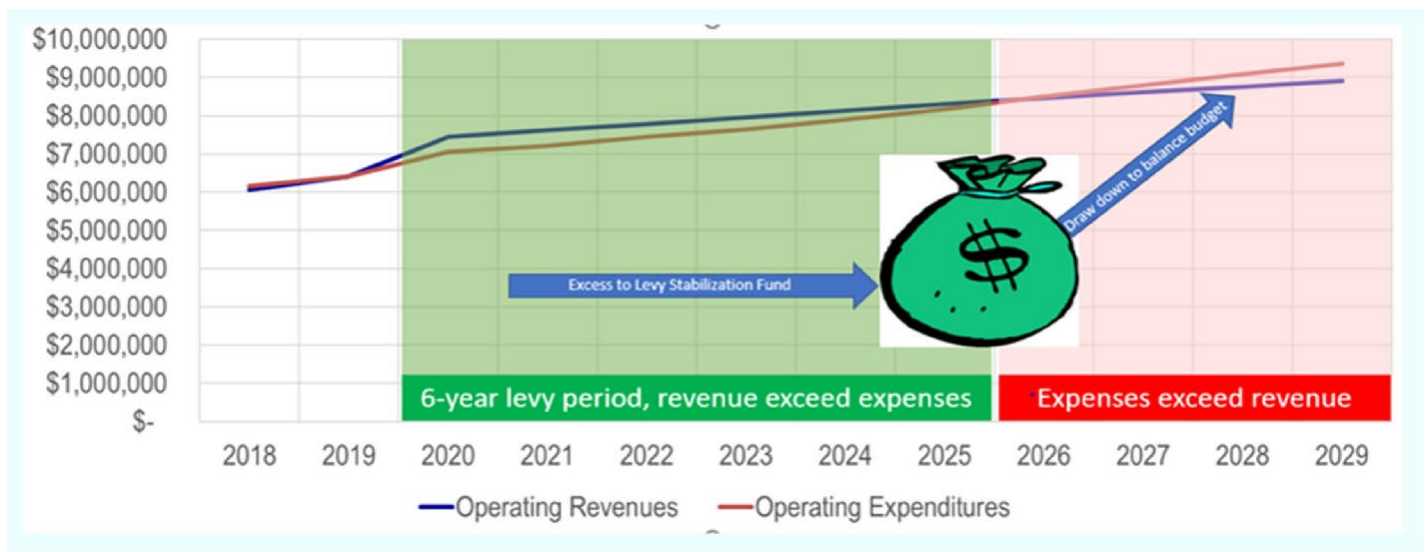
-Maintain the same LEVEL of services as before the levy lid lift. Remember, these were already trimmed service levels. This dictates a service level, status-quo budget. So, no additions or reductions from the promises made in 2019.

-Restore the City’s measures of financial health:

- Start each new year with the full General Fund required balance to cover first quarter expenses. This is something the State Auditor looks for, as well as creditors. It allows us to continue to pay the bills while waiting for our major source of funding (property taxes) that only get paid to the City in portions every 6 months.
- Engaged Finance Committee.
- Continual long-term financial planning, always looking ahead 10 years.
- Contingency Fund rebuilt.
- *Develop community friendly financial statements.

-Make the “bump” from the 6-year levy last at least 10-years.

Levy year 1 (2020) filled the gap and allowed services to continue without reduction. Years 2-6 (2021-25) will have budgeted transfers to a *Levy Stabilization Fund* in amounts that will build a minimum operating reserve of \$2M to draw on for at least another 4 years. 2023’s budget reflects a \$500K transfer into this fund. See illustration below.



SPECIFICS ABOUT THE LEVY

The levy’s structure was designed to have an initial increase of no more than \$0.20 per \$1000 assessed value (example \$2M AV home = additional \$400/year). In 2020 this gave the City an additional 12% of revenue towards General Fund and Street Operations, \$941,572. For the next five years (2021-2025) the City will be allowed to increase this amount by 5%, see

projected table below. In 2026 the previous year’s levy total will roll into the regular property taxes, which is limited to an annual increase of no more than 1%.

How Much Extra Funds is the Levy Lid Lift Creating Each Year?				
Projected Revenues, 2020-2029				
	Amount of Increase	Total		
2020	\$ 941,572	\$ 941,572	Initial "bump"	
2021	\$ 47,079	\$ 988,651	} +5% each year	
2022	\$ 49,433	\$ 1,038,083		
2023	\$ 51,904	\$ 1,089,987		
2024	\$ 54,499	\$ 1,144,487		
2025	\$ 57,224	\$ 1,201,711		
2026	\$ 12,017	\$ 1,213,728	} +1% each year	
2027	\$ 12,137	\$ 1,225,865		
2028	\$ 12,259	\$ 1,238,124		
2029	\$ 12,381	\$ 1,250,505		
		\$ 11,332,713	10-year total	

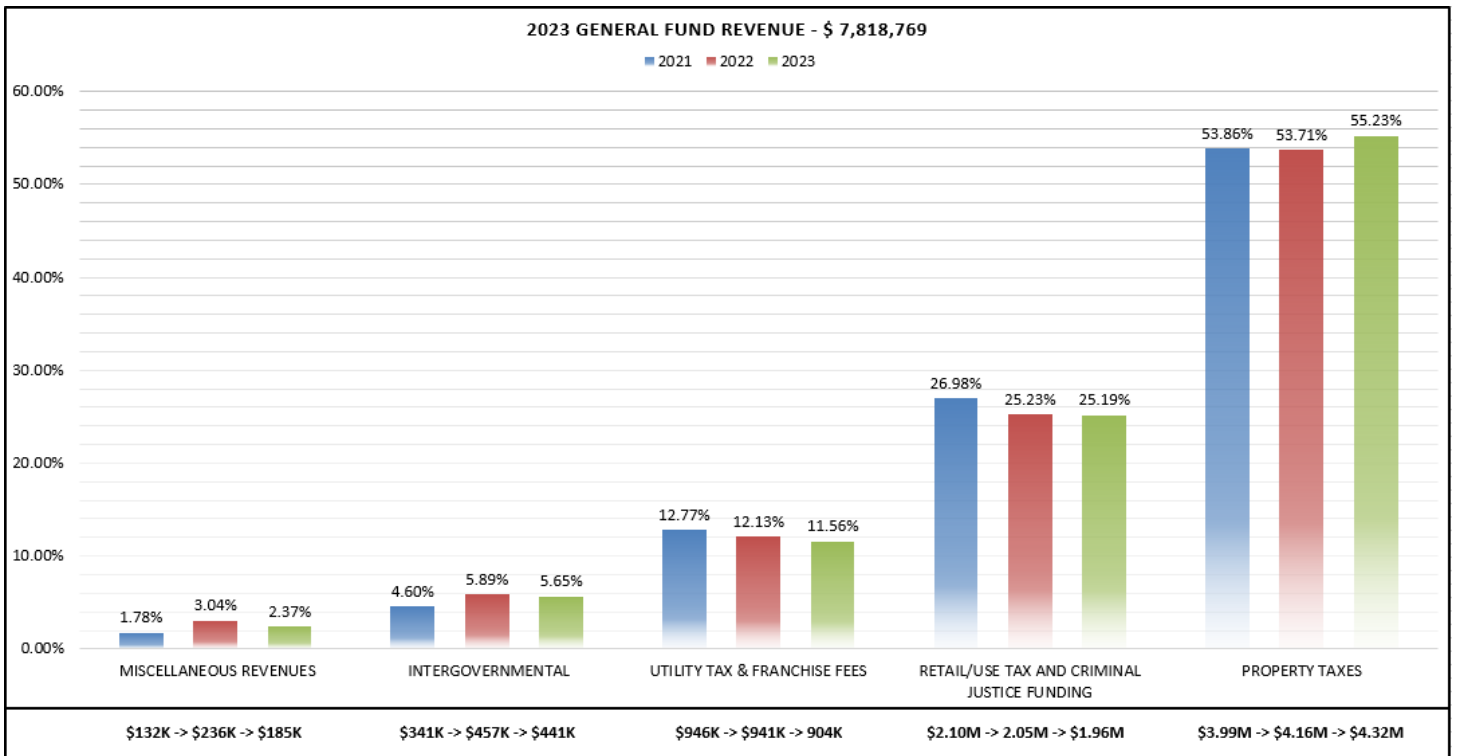
2023 Preliminary Budget, By Fund

General Fund and Street Fund (\$8,347,630), 77.6% of Total City Budget

General Fund revenue makes up a large portion of what the city brings in each year, and with the good majority of city departments falling within the fund, most of Medina’s expenditures as well. The general fund includes the Police Department, Central Services, Finance, Parks and more (green tabs on excel budget sheet). Please note while the Street Fund is separate on the accounting side, it has been included here as over 75% of its revenue consists of transfers from the General Fund.

Revenue Notes:

- Property tax revenue increase of 3.62% per the Levy Lid lift and legacy portions
- Sales tax is budgeted at a 5% decline looking at rolling YTD numbers and expecting a drop-off of construction-oriented sales tax collection and some post-COVID return to the mall to shop, reducing destination-based internet sales taxes
- Intergovernmental income is predicted to decrease by MRSC with the decrease in Medina’s population over the years
- Passport Services will return to normal, the predicted one-time revenue and expenditure here for 2022 did not occur
- With interest rates steadily rising, interest earning income in 2023 is predicted to surpass 2022 helping to offset the conservative revenue numbers elsewhere



Expenditure Notes:

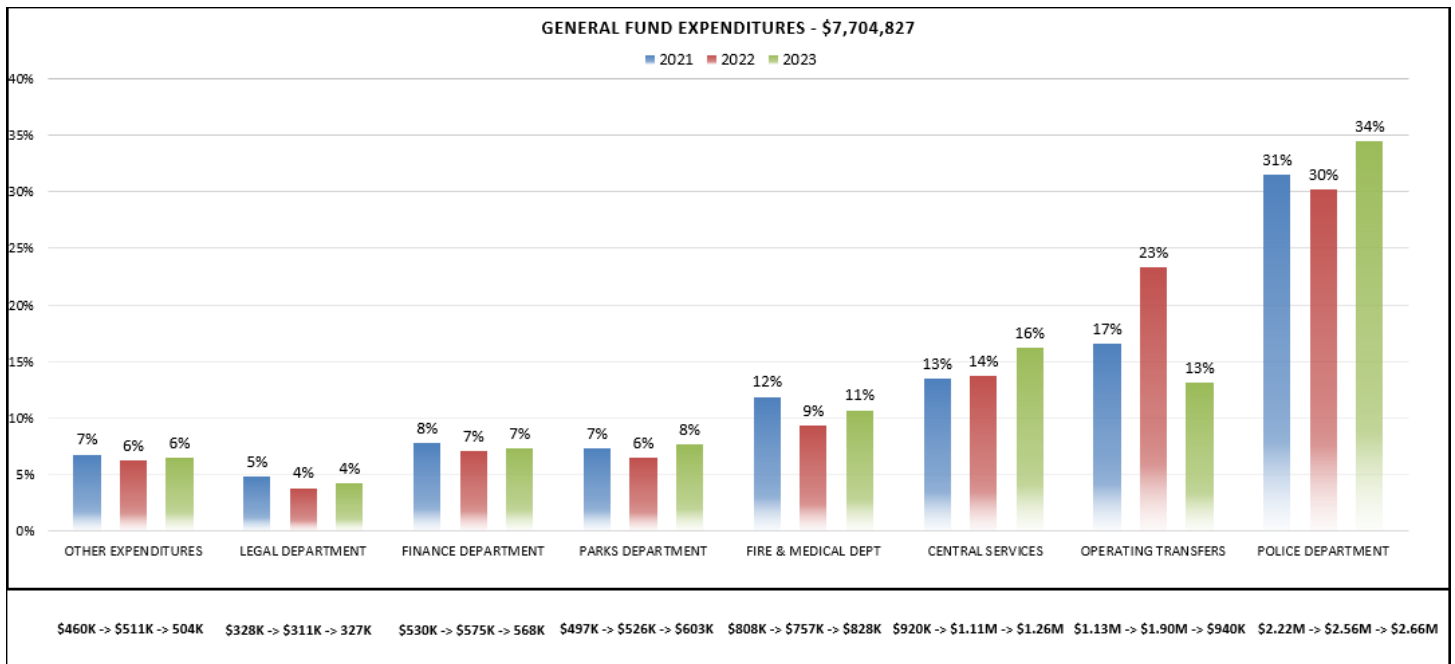
-54% (\$4.28M) of General Fund and Street Operations spending is on labor from direct staff members. Completed salary schedule detailed by position, will be included alongside the final budget presented to Council at the first November meeting. Please note that our current City Manager Steve Burns, alongside former City Manager Mike Sauerwein and Finance Director Julie Ketter worked diligently to negotiate fair labor agreements during a challenging time. Direct staff's COLA adjustments are based on the following:

- Police Guild Contract (8 FTEs), 5%-- contract expiring 12/31/2026. New contract includes a physical fitness incentive of 2% which can be trained for and passed by each officer.
- Teamsters Clerical Contract (6 FTEs), 4%-- contract expired 12/31/2024.
- Teamsters Public Works Contract (4 FTEs), 4%-- contract expired 12/31/2024.
- Unrepresented Employees, including City Manager (7.7 FTEs), based on June 30th CPI-W (Seattle-Tacoma-Bellevue) of 10.1%, capped at a 4% increase.

Department Specific Notes

-**Legislative** nominal spend in 2022, Finance Committee recommended an increase of funds with the return of Medina Days for the city to help cover fireworks.

- Executive** 2023 is reduced from 2022’s project actual due to new City Manager and removal of Finance Director Consultant.
- Finance** reflects a 24% increase in insurance expense from \$208K to \$259K, despite an overall rate decrease of 1.1%, due to new Finance staff and removal of overlapping Director salaries from Q1 2022.
- Legal’s** 5% increase in fees associated with increased attorney rates and usage.
- Central Services** expenses are budgeted to increase 13.0% due to the following
 - Comp Plan
 - Increased IT Services
 - Replacement of PD and City Staff Computers and Electronics
- Police’s** 3% increase is mainly due inflationary rates for necessary expenditures such as NORCOM, Marine Patrol, Ammo, and Gasoline
 - Police Capital Outlay down 76% with removal of one-time LPR Camera replacement fee
- Fire Services** 9% (From \$757K to \$828K) increase from 2022 as Bellevue Fire returns to pre-Covid fees, also pays its employees CPI which was 10.1% June to June 2022.
- Public Housing** reflects additional amounts collected in Sales Tax that must pass through to fund affordable housing (ARCH).
- Recreational Services (lifeguard program)** Same as 2022.
- General Fund Transfers Out** Transfers include \$500K to the Levy Stabilization Fund as promised to the Voters during the 2019 vote. \$440K transferred to the Street Fund to counter expenditures.



-Street Fund 23.5% increase (\$520K to \$643K) due to inclusion of another .5 FTE as the Deputy Building Inspector is now split between Development Services and the Street Fund. \$19K increase to the Capital Outlay section for Asset Essentials Licensing.

Tree Fund (\$40,000), 0.4% of Total City Budget

Revenues to this fund come from fees collected under the tree code and can only be used on certain tree planting or canopy restoration. Each year the City anticipates minor fee collection but occasionally receives a single, large amount which keeps enough of a fund balance to support a larger project. 2023 anticipates \$3,075 in revenues and plans to use part of \$75K fund balance towards \$40K of hazardous tree removal and replanting.

Development Services Fund (\$1,013,297), 10.6% of Total City Budget

2022 was the first year of the Development Services Department's enterprise fund. Development Services is a State Mandated program which funds itself through fees and occasional grants. \$400K was allocated from the General Fund at the beginning of 2022 to start the fund. Revenues look like they will fall well below what was budgeted for in 2022, therefore 2023 shows much more conservative predictions based on trends and contractor feedback. With the decrease in revenue, staff has done a good job limiting unnecessary spending to make sure to carry a positive fund balance into 2023.

57% of Development Services Fund spending is on direct staff labor and benefits. Another 32% of the total budget is spent on contracted labor.

Capital Fund (\$1,090,000), 11.4% of Total City Budget

Capital Fund revenues come from five sources, each coming with restrictions of what it can be used for:

Real Estate Excise Tax -REET (\$1,133,065 or 90.4% of total) is generated from the selling of real estate within the community. It is the most restrictive source as it can only be used for large capital improvement projects. The State strictly defines those projects and its use is audited thoroughly each year. Since the real estate market goes through boom-to-bust cycles over time, this revenue source mirrors it. Medina has been enjoying a robust local real estate period for a number of years but more recently, while still active, it has been heavily weighted towards small, older homes often on larger lots. 2023's anticipated REET revenue of \$1.13M has been budgeted conservatively. It assumes there is a finite amount of developable inventory within the city as well as available local industry and customers with an appetite to take on the types of homes that we have seen built.

Grant Funds/Intergovernmental (0% of total) Grants can come from a variety of sources. In Medina they typically come from the State Transportation Improvement Board. While nothing is expected from TIB in 2023, city staff will continue to look at options for federal funding going forward.

King County Parks Levy (\$50,000 or 4% of total) is the voter approved levy to improve parks county-wide. Medina's allocation from that levy that will be received each year, 2020-2025; none was recognized in 2022 but instead is being rolled over into 2023.

Investment Earnings (\$70,200 or 5.6% of total) from the balance kept in this fund. The capital fund is projected to start 2023 with a fund balance of almost \$5.2M. This balance has been built over the recent real estate boom in order to continue with needed projects once the market cools and REET receipts decline.

Donations from the community for capital projects, especially park improvements are the fifth source of funding. The community has been generous over the years but this is not a source we include in budget planning.

Year End Carryover Balances

As is the case with a lot of smaller organizations, Medina does not use accrual accounting methods, instead it operates on a cash basis. Accrual accounting means revenue and expenses are recognized and recorded when they occur, while cash basis accounting means these line items aren't documented until cash exchanges hands. A result of this is that known future expense obligations are not reflected on financial reports. This distinction is important when it comes to viewing the City's year end carryover balances. Fund balances remaining at the end of each year, especially in the General Fund can be mistakenly assumed to be discretionary "reserves". In reality, it is similar to a personal checkbook balance that is needed to pay bills that will come due before you get paid again. Since the majority of Medina's funding for general day-to-day operations doesn't come in until the spring it is our policy, based on auditor & financial advisory organizations recommendations, that we start each year with a 25% carryover balance to cover those 1st quarter expenses. When unexpected General Fund revenues or cost savings happen, it will be staff's recommendation to Council--based on Finance Committee's set policy--to direct that amount into rebuilding the City's drained Contingency Fund. The first transfer of this kind was made in 2021 from 2020's ending fund balance carryover excess.

For additional information including the detail version of the 2023 budget, please visit our website:

<https://www.medina-wa.gov/finance>

	2020	2021	2022	2022	2023	
DESCRIPTION	Actual	Year-end Actuals	Adopted Budget	Year-end Estimates	Adopted Budget	General Fund Year End Carryover Balances
GENERAL FUND						2023
BEGINNING FUND BALANCE	\$ 1,181,753	\$ 2,194,185	\$ 3,373,294	\$ 3,373,294	\$ 3,147,162	Fund Balance
REVENUES	7,983,720	8,952,680	8,270,543	7,672,810	7,818,769	Projected, Excess/(Shortfall)
OPERATING TRANSFERS-IN	-	-	-	-	-	\$1,334,896
EXPENDITURES	6,601,288	6,646,440	6,779,723	5,997,415	6,764,827	
OPERATING TRANSFERS-OUT	370,000	1,127,132	1,901,527	1,901,527	940,000	25% Policy Minimum
Year end carryover balance	\$ 2,194,185	\$ 3,373,294	\$ 2,962,587	\$ 3,147,162	\$ 3,261,103	\$1,926,207
STREET FUND						42.3%
BEGINNING FUND BALANCE	\$ 16,031	\$ 13,778	\$ 81,376	\$ 81,376	\$ 91,871	<i>Note: GF balances prior to 2022 do not include Development Services' customer deposits or SAO 2019 directive "fiduciary" amounts</i>
REVENUES	65,875	128,931	118,801	111,713	135,166	
OPERATING TRANSFERS-IN	370,000	377,132	401,527	401,527	515,000	
EXPENDITURES	438,128	438,465	520,328	502,745	642,803	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
Year end carryover balance	\$ 13,778	\$ 81,376	\$ 81,376	\$ 91,871	\$ 99,234	
DEV. SERVICES FUND						<i>Note: \$600,000 of DS Balance is Held within Advanced Deposits Is Not Considered Usable Funds</i>
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 936,928	
REVENUES	-	-	1,356,895	918,010	1,007,538	
OPERATING TRANSFERS-IN	-	-	1,000,000	1,000,000	-	
EXPENDITURES	-	-	1,179,726	981,082	1,013,297	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
Year end carryover balance	\$ -	\$ -	\$ 1,177,169	\$ 936,928	\$ 931,169	
TREE FUND						
BEGINNING FUND BALANCE	\$ 113,572	\$ 110,072	\$ 86,032	\$ 86,032	\$ 60,342	
REVENUES	-	-	3,075	2,310	3,075	
OPERATING TRANSFERS-IN	-	-	-	-	-	
EXPENDITURES	3,500	24,040	40,000	28,000	40,000	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
Year end carryover balance	\$ 110,072	\$ 86,032	\$ 49,107	\$ 60,342	\$ 23,417	
LEVY STABILIZATION FUND						
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 1,000,000	
OPERATING TRANSFERS-IN	-	500,000	500,000	500,000	500,000	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
Year end carryover balance	\$ -	\$ 500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,500,000	Must have min. of \$2M by 12/31/2025
CAPITAL PROJECTS FUND						
BEGINNING FUND BALANCE	\$ 2,049,772	\$ 3,281,736	\$ 5,073,214	\$ 5,073,214	\$ 6,102,797	
REVENUES	1,841,084	2,443,145	2,086,618	2,035,700	1,253,265	
OPERATING TRANSFERS-IN	-	-	-	-	-	
EXPENDITURES	609,120	651,667	1,510,000	1,006,117	1,090,000	<i>Note: CPF balances do not include contractor retainage activity amounts</i>
OPERATING TRANSFERS-OUT	-	-	-	-	75,000	
Year end carryover balance	\$ 3,281,736	\$ 5,073,214	\$ 5,649,832	\$ 6,102,797	\$ 6,191,062	
CONTINGENCY FUND						
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	
REVENUES	-	-	-	-	-	
OPERATING TRANSFERS-IN	-	\$ 250,000	-	-	-	
OPERATING TRANSFERS-OUT	-	-	-	-	-	
Year end carryover balance	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	
TOTAL ALL FUNDS BUDGET						
BEGINNING FUND BALANCE	\$ 3,361,128	\$ 5,599,771	\$ 9,395,381	\$ 9,395,381	\$ 11,589,100	
REVENUES	9,890,679	11,518,257	11,835,932	10,740,542	10,217,812	
OPERATING TRANSFERS-IN	370,000	1,127,132	1,901,527	1,901,527	1,015,000	
EXPENDITURES	7,652,036	7,722,647	10,029,777	8,515,359	9,550,927	
OPERATING TRANSFERS-OUT	370,000	1,127,132	1,901,527	1,901,527	1,015,000	
Year end carryover balance	\$ 5,599,771	\$ 9,395,381	\$ 11,201,536	\$ 11,620,565	\$ 12,255,985	

**City of Medina
Ordinance Number 1005
Attachment A**

2023 Salary Schedule

The 2023 salary ranges for full time city employees shall be as follows (see notes in blue):

Exempt Unrepresented Employees:

COLA increase = CPI-W, capped at 4%	FTE	Minimum	Midpoint	Maximum
Building Official	0	\$8,225	\$9,256	\$10,284
Planning Manager	1	\$8,225	\$9,256	\$10,284
Public Works Director	1	\$9,479	\$10,662	\$13,032
Development Services Director	1	\$9,479	\$10,662	\$13,032
Finance/HR Director	1	\$9,479	\$10,662	\$11,848
City Clerk	1	\$9,479	\$10,662	\$11,848
Police Chief	1	\$11,676	\$13,135	\$14,592
City Manager	1	\$11,963	\$13,458	\$16,025

Non Exempt Unrepresented Employees:

COLA increase = CPI-W, capped at 4%	FTE	Minimum	Midpoint	Maximum
Assistant Finance Director *	1	\$6,291	\$7,549	\$8,806
Police Captain	1	\$9,880	\$11,113	\$12,348

Collective Bargaining Agreement between City of Medina and City of Medina Patrol Officers:

Police Guild Contract 5% COLA Increase	FTE	Step A	Step B	Step C	Step D
Patrol Officer A		\$7,432	\$7,869	\$8,305	\$8,745
Patrol Officer B		\$7,522	\$7,959	\$8,393	\$8,834
Patrol Officer C	2	\$7,695	\$8,133	\$8,570	\$9,006
Patrol Officer D	4	\$7,869	\$8,305	\$8,746	\$9,182
Police Sergeant A	1	\$8,757	\$9,233	\$9,722	\$10,220
Police Sergeant B		\$8,931	\$9,407	\$9,896	\$10,395

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Public Works Employees):

Teamsters Guild Contract 4% COLA Increase	FTE	Step A	Step B	Step C	Step D
Maintenance Worker	3	5,817.76	6,064.24	6,406.40	6,758.96
Maintenance Supervisor	1	7,078.24	7,471.36	7,871.76	8,291.92

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Office-Clerical Employees):

Teamsters Guild Contract 4% COLA Increase	FTE	Step A	Step B	Step C	Step D
Admin. Assistant-Deputy Clerk	1	\$5,818	\$6,064	\$6,406	\$6,759
Information Systems Coordinator	1	\$5,818	\$6,064	\$6,406	\$6,759
Police Administrative Specialist	1	\$5,818	\$6,064	\$6,406	\$6,759
Development Svcs Coordinator	1	\$5,936	\$6,115	\$6,439	\$6,778
Dpty Blding Official	1	\$6,310	\$7,151	\$7,992	\$8,832
Police Office Manager	1	\$7,078	\$7,471	\$7,872	\$8,292

* = position currently filled with part-time employee with salary pro-rated at 0.7 FTE

ORDINANCE NO. 1014

CITY OF MEDINA, WASHINGTON

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDINA WASHINTON
ADOPTING A BUDGET FOR THE YEAR 2023, AND SETTING FORTH IN SUMMARY FORM
THE TOTALS OF ESTIMATED REVENUES AND EXPENDITURES FOR EACH SEPARATE
FUND AND THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED AND
ADOPTING THE 2023 SALARY SCHEDULE**

WHEREAS, State law requires the City to adopt a budget and provides procedures for the filing of a budget, deliberations, public hearings, and final fixing of the budget, and

WHEREAS, a preliminary proposed budget for 2023 has been prepared and filed with the City Clerk, and

WHEREAS, the City of Medina City Council held a public hearing on September 12 and October 10, 2022 to gather input as part of the 2023 budget process, and another public hearing on November 14, 2022 for the 2023 Property Tax Levy and the 2023 proposed budget, and deliberated and considered the preliminary proposed budget, and

WHEREAS, the preliminary proposed final budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Medina for the purposes and estimated expenditures set forth necessary to carry on the services and needs of the City of Medina for the calendar year 2023.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1. In accordance with the provisions of R.C.W. 35A.33.075, the budget of the City of Medina, WA, for the year 2023, is approved on the 14th day of November after the notice of hearings and after the preliminary budget having been filed with the City Clerk as required by law.

SECTION 2. Estimated resources for each separate fund of the City of Medina, and aggregate expenditures for all such funds for the year 2023 are set forth in a summary form below, and are hereby appropriated for expenditure at the fund level during the year 2023 as set forth in the 2023 Budget.

	General	Street	Tree	Dev Serv.	Contingency	Capital	Levy Stabilization	Total
	Fund	Fund	Fund	Fund	Fund	Projects	Fund	All Funds
Beginning Fund Balance	\$ 3,147,161.53	\$ 91,871.08	\$60,341.98	\$ 936,927.95	\$250,000.00	\$ 6,102,796.97	\$ 1,000,000.00	\$ 11,589,099.51
Revenues	\$ 7,818,768.58	\$ 135,166.00	\$ 3,075.00	\$ 1,007,538.00	\$ -	\$ 1,253,264.54	\$ -	\$ 10,217,812.12
Transfers In	\$ -	\$515,000.00	\$ -0-	\$ -	\$ -	\$ -0-	\$ 500,000.00	\$ 1,015,000.00
Total Resources	\$ 7,818,768.58	\$650,166.00	\$ 3,075.00	\$ 1,007,538.00	\$ -	\$ 1,253,264.54	\$ 500,000.00	\$ 11,232,812.12
Expenditures	\$ 6,764,826.94	\$642,802.84	\$40,000.00	\$ 1,013,296.76	\$ -	\$ 1,090,000.00	\$ -	\$ 9,550,926.54
Transfers Out	\$ 940,000.00	\$ -0-	\$ -0-	\$ -	\$ -	\$ 75,000.00	\$ -	\$ 1,015,000.00
Total Uses	\$ 7,704,826.94	\$642,802.84	\$40,000.00	\$ 1,013,296.76	\$ -	\$ 1,165,000.00	\$ -	\$ 10,565,926.54
Ending Fund Balance	\$ 3,261,103.17	\$ 99,234.24	\$23,416.98	\$ 931,169.19	\$250,000.00	\$ 6,191,061.51	\$ 1,500,000.00	\$ 12,255,985.09

SECTION 3. The 2023 Salary Schedule for authorized positions is attached as **Attachment A** and hereby adopted.

SECTION 4. The City Clerk is directed to transmit a certified copy of the budget hereby adopted by reference to the Office of the Auditor of the State of Washington, Division of Municipal Corporation, and the Association of Washington Cities.

Section 5. Corrections. The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 6. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE ON AND AFTER THE 1ST DAY OF JANUARY 2023.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 14 DAY OF NOVEMBER 2022 BY A VOTE OF X FOR, X AGAINST, AND X ABSTAINING, AND IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE XX DAY OF XX 20XX.

Jessica Rossman, Mayor

Approved as to form:

Attest:

Scott Missal, City Attorney
Ogden Murphy, LLC

Aimee Kellerman, City Clerk

PUBLISHED:
EFFECTIVE DATE: 01/01/2023
ORDINANCE NO.: 1014

**SUMMARY OF ORDINANCE NO. 1014
of the City of Medina, Washington**

On November 14, 2022 the City Council of the City of Medina, Washington, approved Ordinance No. 1014, the main points of which are summarized by its title as follows:

AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF MEDINA, WASHINGTON, FOR THE YEAR 2023, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND EXPENDITURES FOR EACH SEPARATE FUND AND THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED AND ADOPTING THE 2023 SALARY SCHEDULE.

The full text of this ordinance will be mailed upon request.

APPROVED by the City Council at their regular meeting of November 14, 2022,

Aimee Kellerman, City Clerk