



**CITY COUNCIL MEETING AND PUBLIC HEARING
TUESDAY, NOVEMBER 21, 2023
HELD REMOTELY & IN PERSON AT CITY HALL
124 S. LEFEVRE ST.**

- Sign up to provide Public Comment at the meeting via calling in
- Submit Written Public Comment Before 4 pm on (November 7, 2023) - *SEE NOTE*
- Join the Zoom Meeting –

<https://us06web.zoom.us/j/87892510321?pwd=LwJTgBG5yCstb8O5fnpubgEObPH2fm.1>

Meeting ID: 878 9251 0321

Passcode: 722372

One tap mobile

+12532158782,,87892510321#,,,,*722372# US (Tacoma)

+12532050468,,87892510321#,,,,*722372# US

Find your local number: <https://us06web.zoom.us/j/87892510321?pwd=LwJTgBG5yCstb8O5fnpubgEObPH2fm.1>

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the council meeting, please email your comments to sweathers@medical-lake.org by 4:00 p.m. the day of the council meeting and include all the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Medical Lake resident
4. The Agenda Item(s) which you are speaking about

*Note – If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 4:00 p.m. will be provided to the mayor and city council members in advance of the meeting.

Questions or Need Assistance? Please contact City Hall at 509-565-5000

REGULAR SESSION – 6:30 PM

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**
2. **AGENDA APPROVAL**
3. **INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**
4. **ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS**
5. **REPORTS**
 - A. Public Safety
 - B. Council Comments
 - C. Mayor
 - D. City Administrator & City Staff
 - i. Q3 Budget Report – Koss Ronholt, Finance Director
6. **WORKSHOP DISCUSSION**
 - A. Mower Replacement
7. **ACTION ITEMS**
 - A. Consent Agenda
 - i. Approve **November 7, 2023**, minutes.
 - ii. Approve **November 21, 2023**, Payroll Claim Warrants **50764** through **50771** and Payroll Payable Warrants **30050** through **30061** in the amount of **\$139,079.02** and Claim Warrants **50717** through **50763** in the amount of **\$830,388.97**.
8. **PUBLIC HEARING – 2024 Preliminary Budget**
9. **RESOLUTIONS**
 - A. 23-641 Capital Improvement Plan Adoption
 - B. 23-642 Van Purchase Approval
10. **ORDINANCES**
 - A. First Read 1113 Vacant Property
 - B. Second Read 1118 Budget Amendments
11. **EXECUTIVE SESSION** – None scheduled.
12. **EMERGENCY ORDINANCES** – No items listed.
13. **UPCOMING AGENDA ITEMS**
14. **INTERESTED CITIZENS**
15. **CONCLUSION**



To: Mayor and City Council
From: Glen Horton, Parks and Recreation Director
TOPIC: New Hustler Mower

Requested Action:

Parks and Recreation and Public Works are requesting the authorization to purchase a new Hustler Rear Discharge Mower for use in Parks and City owned Right of Way (ROW).

Key Points:

Our current ROW Hustler Mower is over 20 years old and deteriorating. The cost to rebuild the current mower is approximately half the cost of buying a new mower with no guarantees on how long the rebuild would last. A rear discharge mower is required for ROW work to eliminate debris being thrown into active walkways and streets.

Background Discussion:

We have received a quote from Adams Tractor through our Sourcewell Contract in the amount of \$17,385.73.

Public Involvement:

N/A

Next Steps:

With direction from Council, we would like to bring forward a resolution approving the purchase of a Hustler Rear Discharge Mower from Adams Tractor.

CITY OF MEDICAL LAKE
City Council Regular Meeting and Public Hearing

6:30 PM
November 7, 2023

MINUTES

Council Chambers
124 S. Lefevre Street

NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting is on file and available from City Hall.

COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT

Councilmembers

Chad Pritchard
Keli Shaffer
Art Kulibert (via Zoom)
Don Kennedy
Bob Maxwell
Ted Olson
Tony Harbolt

Administration/Staff

Terri Cooper, Mayor
Sonny Weathers, City Administrator
Koss Ronholt, Finance Director
Glen Horton, Parks & Recreation Director
Steve Cooper, WWTP Director
Scott Duncan, Public Works Director
Sean King, City Attorney
Roxanne Wright, Administrative Assistant

REGULAR SESSION – 6:30 PM

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

- i. Mayor Cooper called the meeting to order at 6:30 pm, led the Pledge of Allegiance, and conducted roll call. Councilmember Kulibert was present on Zoom and all other councilmembers were present in person.

2. AGENDA APPROVAL

- A. Amend section 7, add subsection c committee assignments. Section 10a, replace with amended version of Ordinance 1118.
 - i. Motion to approve agenda as amended made by councilmember Harbolt, seconded by councilmember Kennedy, carried 7-0.

3. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS - None

4. ANNOUNCEMENTS / PROCLAMATIONS / SPECIAL PRESENTATIONS - None

5. REPORTS

A. Council Comments

- i. Councilmember Pritchard – impressed with recent clean-up day for the Gray Fire victims. PFAS project moving along.
- ii. Councilmember Kulibert – no report.
- iii. Councilmember Shaffer – no report.
- iv. Councilmember Kennedy – attended Spokane Transit Authority (STA) workshop. (See *attachment A*). Shared that one of the improvements mentioned will be the Medical Lake bus stops.
- v. Councilmember Maxwell – attended the Planning Commission meeting on October 26th to listen to their perspective on the shipping containers topic.

- vi. Councilmember Olson – reminder that today is election day and the polls are open until 8 pm.
 - vii. Councilmember Harbolt – no report.
- B. Mayor
- i. Tree removal update. Community member Ron Burris has been coordinating. 164 people asked for help removing trees. Approximately 2/3 of those properties have been cleared off. Incredible effort of volunteers.
- C. City Administrator & City Staff
- i. Sonny Weathers, City Administrator –remarked on election day and wished a happy Veterans Day in advance to those who have served in the armed forces. West Plains Chamber of Commerce's Best of the West awards gala was held recently. Combined the awards with fundraising for the Gray Road Fire victims. Over \$37,000 was raised. Local company, Dirt Worx was awarded Business of the Year, and Redemption Church was awarded Nonprofit of the Year for Medical Lake. The next community meeting will be Wednesday, November 15th. Councilmember Pritchard asked for an update on the Medical Lake trail. Mr. Weathers reported that it is closed as the city addresses regulatory requirements and mitigates risks.
 - ii. Prior to the meeting, Mr. Ronholt provided council with a copy of the 2024 Preliminary Budget. (*See attachment B*)

6. WORKSHOPS

- A. Capital Improvement Plan
- i. Mr. Weathers reviewed the information in the agenda packet and led a discussion. Reviewed the list of capital improvement projects from the budget binder. (*See attachment C*). Department heads discussed upcoming project requests. Based on feedback, a resolution to adopt the plan will be brought forth at the next meeting.

7. ACTION ITEMS

- A. Consent Agenda
- i. Approve **October 17, 2023**, and **October 24, 2023, Special Meeting** minutes.
 - 1. Motion to approve October 17, 2023, minutes made by councilmember Olson, seconded by councilmember Pritchard, carried 7-0.
 - 2. Correction to October 24, 2023, Special Meeting minutes. Add councilmember Harbolt to the list of attendees.
 - a. Motion to approve as amended made by councilmember Kennedy, seconded by councilmember Harbolt, carried 7-0.
 - ii. Approve **November 7, 2023**, Claim Warrants **50660** through **50716** in the amount of **\$155,219.72**.
 - 1. The Finance Committee reviewed and a motion to approve was made by councilmember Kennedy, seconded by councilmember Kulibert, and carried 7-0.
- B. Appointment of Citizen Advisory Board Members – *see attached list of appointees (attachment D)*
- i. Independent Salary Commission
 - 1. Motion to accept all three appointments made by councilmember Kennedy, seconded by councilmember Olson, carried 7-0.
 - ii. Parks and Recreation Advisory Board
 - 1. Motion to accept all four appointments made by councilmember Pritchard, seconded by councilmember Kennedy, carried 7-0.
 - iii. Appointees William Melott, Ethan Senn, Jim Smith, and Lahnne Henderson were present and introduced themselves.

- C. Committee Appointments
 - i. Mayor Cooper appointed councilmember Shaffer to the finance committee and parks and recreation committee.

8. PUBLIC HEARING – 2024 Budget Revenue Sources and Property Taxes

- A. Mayor Cooper opened the public hearing at 7:53 pm.
 - i. Mr. Ronholt shared a presentation. (*See attachment E*).
 - ii. Public Comment – none.
 - iii. Mayor Cooper closed the public hearing at 8:34 pm.
- B. Resolution 23-631 Administrative Fees 2024
 - i. Mayor Cooper made a correction to the Fee Schedule, section 8 subsection 3 to add Franchise Agreement Fee of \$2000. Motion to accept the change made by councilmember Olson, seconded by councilmember Shaffer, carried 7-0.
 - ii. Motion to approve the resolution with the amended fee schedule made by councilmember Pritchard, seconded by councilmember Maxwell, carried 7-0.
- C. Resolution 23-632 Utility Fees 2024
 - i. Motion to approve made by councilmember Olson, seconded by councilmember Harbolt, carried 7-0.
- D. Resolution 23-633 Property Tax Certification
 - i. Motion to approve made by councilmember Pritchard, seconded by councilmember Kulibert, carried 6-1 with councilmember Kennedy voting nay.

9. RESOLUTIONS

- A. 23-621 Strathview Water Purchase Agreement Revisited
 - i. Mr. Weathers gave context. The previous agreement expired at the end of 2022. The council approved an amendment. This agreement has additional language and is a reformatted version of the previous addendum.
 - ii. Councilmember Kennedy noted that the footnote date on the agreement is October and should be changed to November.
 - 1. Motion to approve with corrected footnote date made by councilmember Kennedy, seconded by councilmember Harbolt, carried 7-0.
- B. 23-634 RCO Grant Application Authorization
 - i. Mr. Weathers explained that the city applied for the grant which requires a resolution for the submission.
 - ii. Motion to approve made by councilmember Harbolt, seconded by councilmember Olson, carried 7-0.
- C. 23-635 MultiHog Flail Mower Bid Award
 - i. Mr. Horton reviewed.
 - ii. Motion to approve made by councilmember Pritchard, seconded by councilmember Maxwell, carried 7-0.
- D. 23-636 MultiHog Sweeper Bid Award
 - i. Mr. Horton reviewed.
 - ii. Motion to approve made by councilmember Shaffer, seconded by councilmember Maxwell, carried 7-0.
- E. 23-637 Legislative Priorities 2024
 - i. Mr. Weathers reviewed.

- ii. Motion to approve made by councilmember Olson, seconded by councilmember Pritchard, carried 6-1 with councilmember Kennedy voting nay.
- F. 23-638 Emergency Declaration – Cannon Hill
- i. Mr. Duncan reviewed.
 - ii. Motion to approve made by councilmember Kennedy, seconded by councilmember Maxwell, carried 7-0.

10. ORDINANCES

- A. First Read Ordinance 1118 Budget Amendments
- i. Mr. Ronholt reviewed.
 - ii. Legal counsel read onto the record.
 - iii. Motion to approve and move to second read made by councilmember Kennedy, seconded by councilmember Harbolt, carried 7-0.

11. EXECUTIVE SESSION – None scheduled.

12. EMERGENCY ORDINANCES – None.

13. UPCOMING AGENDA ITEMS – None.

14. INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- A. Lahnne Henderson, resident of Medical Lake – asked for clarification on the public hearings. Mr. Ronholt explained that there will be three separate public hearings on the topic. Ms. Henderson also inquired about the Silver Lake city water/sewer plan. Mayor Cooper addressed.

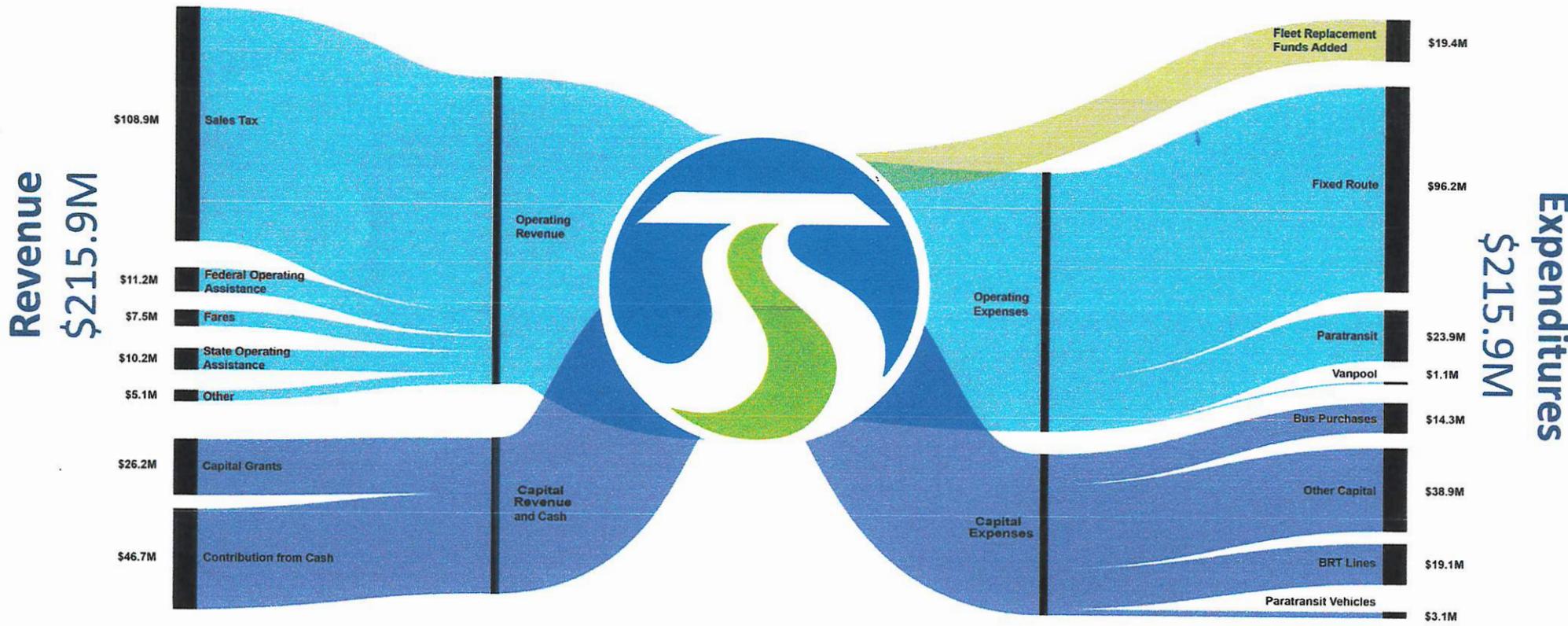
15. CONCLUSION

- A. Motion to conclude meeting at 9:01 pm made by councilmember Pritchard, seconded by councilmember Kennedy, carried 7-0.

Terri Cooper, Mayor

Koss Ronholt, Finance Director/City Clerk

Baseline Revenue & Expenditures (2024, 0.8% Sales Tax)



City of Medical Lake

2024 Preliminary Budget

Presented by Mayor Terri Cooper



City of Medical Lake



Elected Officials

Terri Cooper
Don Kennedy
Ted Olson
Robert Maxwell
Anthony Harbolt
Art Kulibert
Keli Shaffer
Chad Pritchard

Mayor
Mayor Pro Tem
Council Member
Council Member
Council Member
Council Member
Council Member
Council Member

Document prepared by:
Koss Ronholt, Finance Director

2024 Preliminary Budget

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CAPITAL IMPROVEMENT PLAN (CIP)

<i>Functional Area</i>	<i>Project Name</i>	<i>Primary Funding</i>	FY2024 Budget	Grant Funded	Reserve Funded
Transportation Projects - TP					
TP-1-24-104	Lefevre St Restriping and Sidewalk Improvements	TIB Grant	\$ 750,000	\$ 675,000	\$ 75,000
TP-2-24-104	Overlay Projects on North-South Streets	TIB Grant	\$ 750,000	\$ 675,000	\$ 75,000
TP-3-24-301	Interstate 90 Business Loop Signs	Reserves	\$ 50,000	\$ -	\$ 50,000
Transportation CIP Total			\$ 1,550,000	\$ 1,350,000	\$ 200,000
Parks and Public Facilities Projects - PF					
PF-1-24-402	Maintenance Bldg Backup Generator	90% Grant Funded	\$ 40,000	\$ 36,000	\$ 4,000
PF-2-24-301	City Hall Backup Generator	90% Grant Funded	\$ 40,000	\$ 36,000	\$ 4,000
PF-3-24-409	WWTP Backup Generator Switch Gear	90% Grant Funded	\$ 150,000	\$ 135,000	\$ 15,000
PF-4-24-301	Auditorium Commercial Kitchen Remodel	Reserves (ARPA/Cap. Improvement)	\$ 275,000	\$ 106,000	\$ 169,000
PF-5-24-302	Replacement of Park Benches and Tables	RCO Grant Applied For	\$ 75,000	\$ -	\$ 75,000
PF-6-24-302	Coney Island Dock	RCO Grant Applied For	\$ 100,000	\$ -	\$ 100,000
PF-7-24-302	Permanent Stage - Waterfront	RCO Grant Applied For	\$ 100,000	\$ -	\$ 100,000
Parks and Public Facilities CIP Total			\$ 780,000	\$ 313,000	\$ 467,000
Public Works Projects - PW					
PW-1-24-409	WWTP Programmable Logic Controls Update	Reserves	\$ 400,000	\$ -	\$ 400,000
PW-2-24-402	Jefferson St. Lead Pipe / Joint Water Main Replacement	Grant Funded	\$ 500,000	\$ 500,000	\$ -
PW-3-24-402	Backup Generator for Craig Road Well	90% Grant Funded	\$ 170,000	\$ 153,000	\$ 17,000
PW-4-24-409	WWTP Ultraviolet Disinfection Upgrade	Reserves	\$ 450,000	\$ -	\$ 450,000
PW-5-24-104	Medical Lake Stormwater Mitigation	Legislative Appropriation	\$ 50,000	\$ 50,000	\$ -
Public Works CIP Total			\$ 1,570,000	\$ 703,000	\$ 867,000
CIP Total			\$ 3,900,000	\$ 2,366,000	\$ 1,534,000

Discretionary Budget Request

Additional FTEs - # Requested: 1.00

Estimated cost per FTE: \$ 90,000.00



Department	Reason for additional FTEs	Cost
Parks and Recreation (Supervisor)	Getting a dedicated, full-time, non union, salary employee in Parks and Recreation. Having a non union employee would allow us to have the supervisor position work hours needed for programming and not having to pay OT or Comp Time.	\$ 90,000.00

Capital Improvements or Purchases - \$5,000+

Description	Purpose	Cost
Zero Turn Mower	Replacing old equipment that is at its end of life	\$20,000
Auditorium Kitchen	Being able to use the kitchen for a wide variety of programs and rental opportunities	\$275,000
Coney Island Dock	Protecting the shoreline from erosion and easier access to water activities for residents	\$100,000
Park Equipment	Enhancing the park for residents and visitors	\$75,000
Permanent Stage	Better location out of the evening sun for special events and future activities	\$100,000
	<i>Feasibility Study?</i>	

Line items increases

Assumed budget for non-labor/benefits line items will be equal to prior year actual cost, any additional increases will be requested here:

Line Item	Reason for increase	Total Budget
112-740-571-10-31-01	Extra employee (Supervisor) in office	\$60,000
112-740-571-10-31-02	Offering more programs and will need supplies and equipment to execute programs effectively	\$25,000
112-740-571-10-31-04	Buffer for potential items needed for programming	\$1,000
112-740-571-10-41-00	Offering more adult programs	\$2,000
112-760-576-80-32-00	Fuel Price Increase	\$4,000
112-740-571-10-41-01	New Recreation Software	\$10,000

Discretionary Budget Request



Additional FTEs - # Requested: 1.25

Estimated cost per FTE: \$ 90,000.00

Department	Reason for additional FTEs	Cost
WWTP	Shift coverage-Reduction of weekend overtime. Administration needs.	\$ 112,500.00

Capital Improvements or Purchases - \$5,000+

minor Equip

staff

*CIP
CIP*

Description	Purpose	Cost
Tools and Storage	Effectively outfit each building	7,500.00
Filter Medium	Replace Sandfilter Media	10,000.00
Sand Filter Pumps	Replacement Backwash Pumps 2ea.	7,000.00
pH Probe	Replace Process Control probe	5,000.00
Outdoor Sampler	Replace Composite sampler at ESH	10,000.00
Headwork Heating Unit	Replace unit with more economical unit	50,000.00

Line items increases

Assumed budget for non-labor/benefits line items will be equal to prior year actual cost, any additional increases will be requested here:

Line Item	Reason for increase	Total Budget



Discretionary Budget Request

Additional FTEs - # Requested: 1.00

Estimated cost per FTE: \$ 90,000.00

Department	Reason for additional FTEs	Cost
Admin Svcs	Administrative Clerk - PW to provide support to Public Works and Wastewater <i>went unfilled</i>	\$ 90,000.00

reallocated

Capital Improvements or Purchases - \$5,000+

Description	Purpose	Cost
Office Furniture	Additional Desks, replacement desks and matching furniture	\$15,000

Line items increases

Assumed budget for non-labor/benefits line items will be equal to prior year actual cost, any additional increases will be requested here:

Line Item	Reason for increase	Total Budget
Office Supplies, 001-180	Additional Personnel and supply needs	\$1,000.00
Small Tools & Equip, 001-180	Additional Personnel, computer/equipment	\$1,500.00
Repair & Maintenance	Additional office restructure and repair	\$5,000.00

Departmental Budget Request



Additional FTEs - # Requested: _____

Estimated cost per FTE: \$ 90,000.00

Department	Reason for additional FTEs	Cost
		\$ 0.00

Capital Improvements or Purchases - \$5,000+

Description	Purpose	Cost

Line items increases

Assumed budget for non-labor/benefits line items will be equal to prior year actual cost, any additional increases will be requested here:

Line Item	Reason for increase	Total Budget
408 381 535 10 41 00	UACOR services / decrease	10,000
408 381 535 10 20 06	ADDITIONAL CURB CALLS	2,500.00

Departmental Budget Request



Additional FTEs - # Requested: _____

Estimated cost per FTE: \$ 90,000.00

Department	Reason for additional FTEs	Cost
		\$ 0.00

Capital Improvements or Purchases - \$5,000+

Description	Purpose	Cost
F250 4x4 TRUCK	WATER / SOURCE / STREETS. Service Vehicle	60,000. ⁰⁰

Line items increases

Assumed budget for non-labor/benefits line items will be equal to prior year actual cost, any additional increases will be requested here:

Line Item	Reason for increase	Total Budget
401 380 534 10 31 02	Reservoir Repair	40,000. ⁰⁰
401 380 534 10 31 03	WATER TEST KIT / DIFFUSER	4,000. ⁰⁰
401 380 534 10 38 00	LINE / UTILITY COORDINATOR	6,500. ⁰⁰
401 380 534 10 40 00	WATER TESTING / PFS / PFA	8,000. ⁰⁰

Departmental Budget Request



Additional FTEs - # Requested: _____

Estimated cost per FTE: \$ 90,000.00

Department	Reason for additional FTEs	Cost
		\$ 0.00

Capital Improvements or Purchases - \$5,000+

Description	Purpose	Cost

Line items increases

Assumed budget for non-labor/benefits line items will be equal to prior year actual cost, any additional increases will be requested here:

Line Item	Reason for increase	Total Budget
101 000 542 30 30 00	GRAVEL PURCHASE / PAVING	8,000. ⁰⁰
101 000 542 40 30 00	STORM DRAIN REPAIR	1,500. ⁰⁰
101 000 542 61 40 00	SIDE WALK REPAIRS	2,000. ⁰⁰
101 600 542 64 40 01	COUNTY ROAD PAINT	7,000. ⁰⁰
101 000 542 67 30 00	SWEEPERS TRUCKS	2,500. ⁰⁰
101 000 542 70 40 00	D.D.L - ROAD CREWS	2,000. ⁰⁰
101 000 543 30 20 00	CLOTHING BOOTS / COVER ALLS	1,000. ⁰⁰
101 000 543 30 45 00	CRACK SEAL MACHINE RENTALS	3,500. ⁰⁰

New Funds 2024

Emergency Response Fund (113)

- Created to fund future emergencies, can only be used along with an emergency declaration.
- Funded by Gas B&O taxes.
- Financial Policies will be implemented to set an authorized balance to maintain.

Tourism Fund (126)

- Created to fund Community Events and Tourism Attraction activities.
- Funded by Cable B&O taxes.

Broadband Fund (410)

- Created to fund broadband utility activities and infrastructure.
- Funded by disbursement from Broadline and broadband franchise fees.

City of Medical Lake
Budget Summary by Revenue

	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed
001 General Fund				
310 Taxes	\$ 1,929,457	\$ 1,955,347	\$ 1,939,599	\$ 1,872,210
320 License & Permits	128,442	52,619	67,000	41,000
330 Intergovernmental	962,136	898,895	198,997	578,643
340 Charges for Services	56,184	13,722	14,650	45,700
350 Fines and Forfeitures	1,662	300	-	-
360 Miscellaneous Revenue	2,105	47,115	6,550	11,300
380 Non-Revenue	-	-	-	-
Total of General Fund	\$ 3,079,986	\$ 2,967,997	\$ 2,226,796	\$ 2,548,853

	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed
All Other Funds				
100 Impact Fees Fund	\$ 9,766.70	\$ 1,497.17	\$ 5,600.00	\$ 600.00
101 Streets Fund	228,721	218,689	244,480	262,636
104 Streets - Restricted Fund	-	-	639,000	1,345,000
105 Leave & Severance Fund	270	15,266	12,800	15,500
106 Contingency Fund	26	456	300	-
107 American Rescue Plan Act	-	-	-	5,000
110 Public Safety Fund	213,033	1,200,936	220,936	551,400
111 Criminal Justice Fund	6,653	6,492	6,847	6,647
112 Parks & Recreation Fund	7,126	21,295	410,250	48,000
113 Emergency Response Fund	-	-	-	75,000
125 City Beautification Fund	6,543	5,943	6,500	5,950
126 Tourism Fund	-	-	-	6,700
301 Capital Improvement Fund	131,722	114,187	97,000	108,680
302 Capital Parks	-	-	45,000	250,500
401 Water Fund	806,627	822,409	838,550	852,000
402 Water - Restricted Fund	5,105	669	75,020	856,000
407 Solid Waste Fund	641,342	662,386	661,010	697,000
408 Wastewater Fund	1,084,181	1,051,509	1,380,500	1,307,500
409 Wastewater - Restricted Fund	-	-	-	-
410 Broadband	-	-	-	-
501 Unemployment Compensation	10	150	-	100
635 State Custodials Fund	-	-	-	-
Total of All Other Funds	\$ 3,141,125	\$ 4,121,884	\$ 4,643,793	\$ 6,394,213

Total Estimated Revenues	\$ 6,221,111	\$ 7,089,881	\$ 6,870,589	\$ 8,943,066
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Notes

Funding Changes

Four (4) revenue streams were redesignated from the General Fund (001) as follows: Gas B&O Tax to Emergency Response Fund (113), Telephone B&O Tax to Streets Fund (101), Cable B&O Tax to Tourism Fund (126), and MVFT City Assistance (State) to Streets Fund (101).

City of Medical Lake
Budget Summary by Expenditure

	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed
001 General Fund				
110 Legislative	\$ 38,424	\$ 34,527	\$ 45,017	\$ 43,797
120 Municipal Court	45,170	60,211	60,000	64,600
130 Executive	135,588	251,994	211,963	259,221
140 Administrative Svcs	322,813	347,452	455,423	606,915
150 Legal	59,242	82,523	117,650	117,790
240 Code Enforcement	59,470	93,615	131,571	92,095
580 Planning	91,756	149,179	168,417	271,044
060 Grants	-	243	-	454,250
Total of General Fund	\$ 752,463	\$ 1,019,744	\$ 1,190,042	\$ 1,909,712

	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed
All Other Funds				
100 Impact Fees Fund	\$ 6,108	\$ -	\$ 45,300	\$ 500
101 Streets Fund	225,486	226,683	264,131	268,860
104 Streets - Restricted Fund	-	-	735,000	1,545,500
105 Leave & Severance Fund	-	100,000	100,000	50,000
106 Contingency Fund	-	-	-	-
107 American Rescue Plan Act	-	-	750,000	531,219
110 Public Safety Fund	640,345	1,155,673	1,155,673	705,941
111 Criminal Justice Fund	-	-	-	-
112 Parks & Recreation Fund	304,020	293,453	402,785	536,948
113 Emergency Response Fund	-	-	-	-
125 City Beautification Fund	-	-	4,000	6,500
126 Tourism	-	-	-	6,500
301 Capital Improvement Fund	65,000	244	165,000	254,000
302 Capital Parks	-	-	-	295,000
401 Water Fund	525,602	565,033	727,831	722,969
402 Water - Restricted Fund	-	-	-	750,000
407 Solid Waste Fund	666,507	705,928	684,924	728,332
408 Wastewater Fund	963,677	943,147	1,304,322	1,451,803
409 Wastewater - Restricted Fun	-	-	85,000	1,330,000
410 Broadband	-	-	-	-
501 Unemployment Compensatic	451	8,528	-	-
635 State Custodials Fund	-	-	-	-
Total of All Other Fund	\$ 3,397,196	\$ 3,998,688	\$ 6,423,966	\$ 9,184,072

Total Operating Budget	\$ 4,149,659	\$ 5,018,432	\$ 7,614,008	\$ 11,093,783
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Notes

City wide expense changes:

Total Insurance premiums are estimated to increase by 24%. All funds with personnel, property or vehicles will have increased insurance expenses.

The City is providing a 7.5% Salary Adjustment to all City positions. All funds with full or part-time employees will have increased salaries & wages expenses

City of Medical Lake
Budget Summary of Operating Transfers
2024 Proposed

	Transfers-In	Transfers-Out	Notes
001 General Fund	\$ -	\$ 1,007,300	To 104, 110, 112, 501, 302, 410
100 Impact Fees Fund	-	-	
101 Streets Fund	-	-	
104 Streets - Restricted Fund	130,000	-	
105 Leave & Severance Fund	-	-	
106 Contingency Fund	-	-	
107 American Rescue Plan Act	-	-	
110 Public Safety Fund	150,000	-	
111 Criminal Justice Fund	-	-	
112 Parks & Recreation Fund	475,000	-	
113 Emergency Response Fund	-	-	
125 City Beautification Fund	-	-	
126 Tourism Fund	-	-	
301 Capital Improvement Fund	-	110,000	To 104
302 Parks Improvement Fund	250,000	-	
401 Water Fund	-	125,000	To 402
402 Water - Restricted Fund	125,000	-	
403 W/S O&M Managerial Fund	-	-	
404 W/S Restricted Mngrl Fund	-	-	
407 Solid Waste Fund	-	-	
408 Wastewater Fund	-	-	
409 Wastewater - Restricted Fund	-	-	
410 Broadband Fund	100,000	-	
501 Unemployment Compensation	12,300	-	
635 State Custodials Fund	-	-	
Total Transfers	\$ 1,242,300	\$ 1,242,300	

City of Medical Lake
Current Claim on Cash
11.07.2023

	Transfers-In	Notes
001 General Fund	\$ 1,818,024	
100 Impact Fees Fund	32,050	
101 Streets Fund	187,448	
104 Streets - Restricted Fund	47,703	
105 Leave & Severance Fund	65,156	
106 Contingency Fund	(116,844)	Gray Fires - Funding needed
107 American Rescue Plan Act	549,447	
110 Public Safety Fund	514,569	
111 Criminal Justice Fund	22,556	
112 Parks & Recreation Fund	43,983	
113 Emergency Response Fund	-	
125 City Beautification Fund	5,505	
126 Tourism Fund	-	
301 Capital Improvement Fund	502,819	
302 Parks Improvement Fund	45,328	
401 Water Fund	200,850	
402 Water - Restricted Fund	69,963	
403 W/S O&M Managerial Fund	683,481	To be disbursed to 401 & 408
404 W/S Restricted Mngrl Fund	1,177,825	To be disbursed to 402 & 409
407 Solid Waste Fund	174,497	
408 Wastewater Fund	148,131	
409 Wastewater - Restricted Fund	171,972	
410 Broadband Fund	-	
501 Unemployment Compensation	1,452	
635 State Custodials Fund	2,633	
Total Transfers	\$ 6,348,550	

General Fund Resources General Fund 001					
Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 1,032,493	\$ 2,448,802	\$ 2,685,514	\$ 1,599,289	-68%
Taxes	1,929,457	1,955,347	1,939,599	1,872,210	-4%
License & Permits	128,442	52,619	67,000	41,000	-63%
Intergovernmental	962,136	898,895	198,997	578,643	66%
Charges for Services	56,184	13,722	14,650	45,700	68%
Fines and Forfeitures	1,662	300	-	-	0%
Miscellaneous Revenue	2,105	47,115	6,550	11,300	42%
Non-Revenue	-	-	-	-	0%
Transfers In	-	-	-	-	0%
General Fund Total Resources	\$ 4,112,479.11	\$ 5,416,799.49	\$ 4,912,310.37	\$ 4,148,141.85	-18%

General Fund Uses General Fund 001					
Departments	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Legislative	\$ 38,424	\$ 34,527	\$ 45,017	\$ 43,797	-3%
Municipal Court	45,170	60,211	60,000	64,600	7%
Executive	135,588	251,994	211,963	259,221	18%
Administrative Svcs	322,813	347,452	455,423	606,915	25%
Legal	59,242	82,523	117,650	117,790	0%
Code Enforcement	59,470	93,615	131,571	92,095	-43%
Building & Planning	91,756	149,179	168,417	271,044	0%
Grant	-	243	-	454,250	
Transfers Out	61,365	40,000	1,027,856	1,007,300	
General Fund Total Uses	\$ 813,828	\$ 1,059,744	\$ 2,217,898	\$ 2,917,012	24%
Net Resources Over Uses	\$ 3,298,651	\$ 4,357,056	\$ 2,694,413	\$ 1,231,130	

Notes

Revenue

Department of Ecology Groundwater Study Grant with EWU added. Four (4) revenue streams were redesignated from the General Fund (001) as follows: Gas B&O Tax to Emergency Response Fund (113), Telephone B&O Tax to Streets Fund (101), Cable B&O Tax to Tourism Fund (126), and MVFT City Assistance (State) to Streets Fund (101).

Transfers Out

Taxes and other revenues that are deposited into the General Fund are used to fund other special revenue funds, internal service funds, or capital improvement funds, such as Unemployment Compensation (501), Parks & Recreations (112), Public Safety (110), Capital Parks (302) to fund Parks Improvement projects, and Streets - Restricted (104) for streets projects. Additionally, the City will have received \$100,000 from BroadLinc for broadband infrastructure and will deposit in Broadband (410) once created.

 Legislative Department
 General Fund 001

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ 20,500	\$ 21,000	\$ 21,000	\$ 21,000	0%
Benefits	1,643	1,688	1,900	1,660	-14%
Supplies	191	304	304	1,310	77%
Services & Charges	16,090	11,534	21,717	19,827	-10%
Capital Outlay	-	-	-	-	0%
Legislative Total	\$ 38,424	\$ 34,527	\$ 44,921	\$ 43,797	-3%

Legislative costs are expenditures associated with City Council activities.

Notes

Services & Charges

Includes additional registration expenses for council members to attend informational events such as trainings, conferences and workshops

Personnel Summary	2021	2022	2023	2024	% Change
<u>Elected</u> Councilmember	7	7	7	7	0

Municipal Court Department
General Fund 001

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ -	\$ -	\$ -	\$ 4,600	100%
Benefits	-	-	-	-	0%
Supplies	-	-	-	-	0%
Services & Charges	45,170	60,211	60,000	60,000	0%
Municipal Court Total	\$ 45,170	\$ 60,211	\$ 60,000	\$ 64,600	7%

Notes

The City contracts with Cheney Municipal Court for its Municipal Court Services.

Salaries & Wages

Medical Lake Code Enforcement Officer works part-time as baliff for Court, costs shared with City of Cheney

Executive Department
General Fund 001

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ 76,967	\$ 181,013	\$ 132,416	\$ 172,149	23%
Benefits	34,852	38,750	59,936	65,365	8%
Supplies	1,156	6,384	1,750	6,400	73%
Services & Charges	22,613	25,847	17,861	15,307	-17%
Executive Total	\$ 135,588	\$ 251,994	\$ 211,963	\$ 259,221	18%

Executive costs are expenditures associated with Mayor, City Administrator, and Executive Assistants

Notes

Salaries & Wages

Additional part-time Executive Assistant. 7.5% Salary Adjustment for City Administrator, Executive Asst.

Supplies

New equipment for Executive Assistants

Personnel Summary	2021	2022	2023	2024	% Change
<i>Elected</i>					
Mayor	1	1	1	1	
<i>Full time</i>					
City Administrator	1	1	1	1	
<i>Part time</i>					
Executive Assistance	1	1	1	2	
	<u>2</u>	<u>2</u>	<u>2</u>	<u>3</u>	<u>33%</u>

Administrative Services
General Fund 001

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ 118,974	\$ 129,227	\$ 203,455	\$ 295,968	31%
Benefits	55,389	59,932	76,719	105,030	27%
Supplies	10,305	11,536	13,650	28,940	53%
Services & Charges	133,578	141,961	156,599	170,377	8%
Capital Outlay	4,567	4,796	5,000	6,600	24%
Administrative Services Total	\$ 322,813	\$ 347,452	\$ 455,423	\$ 606,915	25%

Administrative Services provides administrative support to all departments of the City through functions such as billing, payroll, accounts payable, information technology, human resources, and budgeting.

Notes

Salaries & Wages

New cost allocation policy adopted in 2023 that reallocated all Administrative Clerk pay to the Administrative Services department. General fund reimbursed for services from Proprietary Funds. 7.5% Salary Adjustment for Finance Director and Admin Clerks, 3.5% step increase

Supplies

New desks, furniture, and equipment for Department

Personnel Summary	2021	2022	2023	2024	% Change
<i>Full time</i>					
Finance Director	1	1	1	1	
Administrative Clerk	0	0	2.5	3.5	
Utility Billing Clerk	1	1	0	0	
Clerk Cashier	1	1	0	0	
	<u>3</u>	<u>3</u>	<u>3.5</u>	<u>4.5</u>	<u>22%</u>

Legal Department
General Fund 001

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	
Benefits	-	-	-	-	
Supplies	-	-	-	-	
Services & Charges	59,242	82,523	117,650	117,790	0%
Capital Outlay	-	-	-	-	
Legal Total	\$ 59,242	\$ 82,523	\$ 117,650	\$ 117,790	0%

Notes

The City currently contracts with Evans, Craven and Lackie for its Legal Services.

Code Enforcement Department
General Fund 001

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ 8,694	\$ 29,775	\$ 27,581	\$ 54,780	50%
Benefits	40,873	48,324	79,048	17,220	-359%
Supplies	1,069	1,188	7,750	6,600	-17%
Services & Charges	8,835	14,328	17,192	13,495	-27%
Capital Outlay	-	-	-	-	-100%
Code Enforcement Total	\$ 59,470	\$ 93,615	\$ 131,571	\$ 92,095	-43%

Code Enforcement ensures that City citizens and businesses follow the Medical Lake Municipal Code.

Notes

Salaries & Wages 7.5% Salary Adjustment, 3.5% Step. Building Inspector position now coded under Building & Planning

Personnel Summary	2021	2022	2023	2024	% Change
<i>Full time</i>					
Building Inspector	1	1	1	0	
<i>Part time</i>					
Code Enforcement Officer	1	1	1	1	
	<u>2</u>	<u>2</u>	<u>2</u>	<u>1</u>	<u>-100%</u>

Building & Planning Department
General Fund 001

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ -	\$ 45,517	\$ 43,990	\$ 161,089	73%
Benefits	-	8,616	14,666	58,080	75%
Supplies	23	1,288	1,400	4,310	68%
Services & Charges	26,817	27,668	35,437	47,565	25%
Capital Outlay	-	-	-	-	
Building & Planning Total	\$ 26,840	\$ 83,090	\$ 95,493	\$ 271,044	65%

Building reviews building plans and completed construction to ensure building and city code is met. Planning designs, organizes, and reviews land use, community development, and zoning for the City.

Notes

Salaries & Wages

7.5% Salary Adjustment. 3.5% Step. Building Inspector now coded under this department, instead of Code Enforcement.

Services & Charges

Includes GIS Software, Hearing Examiner fees, and annual trainings/conferences

Personnel Summary	2021	2022	2023	2024	% Change
<i>Full Time</i>					
Building Inspector	0	0	0	1	100%
<i>Part time</i>					
City Planner	0	1	1	1	0%

3 Year Budget Comparison General Fund 001

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 1,032,493.47	\$ 2,448,802.43	\$ 2,448,802.43	\$ 2,685,514.07	\$ 2,694,412.68	\$ 1,599,289.10
Revenues		3,183,311.59	2,753,624.00	2,970,716.98	2,226,796.30	1,682,408.80	2,548,852.75
Expenditures	Legislative	\$ 38,423.88	\$ 40,120.00	\$ 34,526.81	\$ 45,017.00	\$ 24,173.72	\$ 43,797.00
	Municipal Court	45,170.00	61,000.00	60,211.00	60,000.00	49,324.30	64,600.00
	Executive	135,587.93	116,400.00	251,994.48	211,963.40	155,926.01	259,220.78
	Administrative Services	322,813.28	344,025.00	347,451.54	455,423.13	335,974.55	606,915.00
	Legal	59,242.46	53,400.00	82,522.75	117,650.00	82,429.50	117,790.00
	Code Enforcement	59,469.90	126,100.00	93,615.31	131,570.71	65,802.61	92,095.00
	Building & Planning	91,755.58	96,100.00	149,178.89	168,417.40	105,716.07	271,043.92
	Grant	-	-	242.78	-	-	454,250.00
	Transfers Out	61,365.10	40,000.00	40,000.00	1,027,856.05	847,856.05	1,007,300.00
Total Expenditures		\$ 813,828.13	\$ 877,145.00	\$ 1,059,743.56	\$ 2,217,897.69	\$ 1,667,202.81	\$ 2,917,011.70
Ending Balance		\$ 3,401,976.93	\$ 4,325,281.43	\$ 2,943,466.89	\$ 2,694,412.68	\$ 2,464,008.42	\$ 1,231,130.15
Total Gain (Loss)		\$ 2,369,483.46	\$ 1,876,479.00	\$ 1,910,973.42	\$ 8,898.61	\$ 15,205.99	\$ (368,158.95)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
General Fund Revenues							
001-311-10-00-00	PROPERTY TAX	\$ 596,500.58	\$ 580,123.00	\$ 580,247.58	\$ 592,829.30	\$ 341,072.15	\$ 616,589.75
001-311-11-00-00	EMS LEVY	7,089.93	-	667.75	-	385.03	600.00
001-313-11-00-00	SALES TAX	616,253.86	550,000.00	641,697.06	640,000.00	491,883.51	640,000.00
001-313-61-00-00	STATE GAS TAX	22,880.95	21,000.00	28,836.34	24,000.00	16,730.70	22,000.00
001-316-40-00-01	UTILITY TAX-16%	342,707.70	330,000.00	341,312.41	340,000.00	270,428.45	353,000.00
001-316-41-00-00	ELECTRIC B & O TAX	238,085.62	230,000.00	240,563.17	235,000.00	194,579.18	240,000.00
001-316-43-00-00	GAS B & O TAX	62,247.60	65,000.00	72,945.89	66,000.00	80,912.55	-
001-316-46-00-00	CABLE B&O TAX	6,533.01	8,000.00	6,630.96	6,750.00	1,579.51	-
001-316-47-00-00	TELEPHONE B & O TAX	37,155.34	45,000.00	42,426.77	35,000.00	29,432.79	-
001-317-20-00-00	LEASEHOLD EXCISE TAX	2.66	-	18.76	20.00	-	20.00
001-322-10-00-00	BUILDING PERMITS	127,117.65	45,000.00	36,734.60	60,000.00	35,563.90	36,500.00
001-322-10-00-01	PLUMBING FEE	92.00	100.00	6,168.00	3,000.00	907.00	1,500.00

001-322-10-00-02	MECHANICAL FEE	1,232.20	1,500.00	9,616.00	4,000.00	3,190.06	3,000.00
001-322-90-00-00	OTHER PERMITS-SPECIAL EVENTS	-	-	100.00	-	20.00	-
001-332-92-10-00	COVID-19 NON-GRANT ASSISTANCE	693,801.00	693,801.00	693,801.00	-	-	-
001-334-01-20-00	OPD GRANT - PUBLIC DEFENDER 18-01	2,500.00	2,500.00	2,000.00	2,500.00	2,000.00	2,000.00
001-334-03-10-00	DOE/SHORELINE MASTER GRANT	4,040.00	-	-	-	-	-
001-334-03-10-01	DOE - GROUNDWATER STUDY	-	-	-	-	-	450,000.00
001-334-04-90-02	DOE- STATE GRANT	3,826.25	-	-	-	-	-
001-334-04-90-03	DOH - YCCTPP GRANT	-	-	-	-	-	54,000.00
001-335-04-01-00	LE & CJ LEG ONE-TIME COST	19,964.00	-	-	-	-	-
001-336-00-98-00	MVFT-CITY ASSISTANCE	163,317.00	88,391.00	130,891.43	134,500.00	78,143.54	-
001-336-06-94-00	LIQUOR EXCISE TAX	34,867.44	31,412.00	34,432.04	33,202.00	25,429.51	35,535.00
001-336-06-95-00	LIQUOR BOARD PROFITS	39,820.30	37,937.00	37,770.23	28,795.00	22,139.60	37,108.00
001-337-00-00-00	NON STATE OR FEDERAL DISTRIBUTION	-	-	-	-	-	-
001-341-32-00-01	CRIME VICTIMS	90.45	-	63.15	-	76.70	-
001-341-33-00-01	DISTRICT/MUNI COURT - ADMIN FEES	4,314.51	3,500.00	5,867.37	4,000.00	5,049.70	6,000.00
001-341-49-00-00	COURT SECURITY REIMBURSEMENT	-	-	-	-	378.72	2,300.00
001-341-94-00-00	ID BILLING - PURCHASING SVCS	-	-	-	-	4,021.80	24,000.00
001-341-96-00-00	ID BILLING - PERSONNEL SVCS	-	-	-	-	898.22	5,100.00
001-342-10-11-00	STATE REMIT-DNA COLLECTOR	20.00	-	-	-	-	-
001-345-81-00-00	ZONING & SUBDIVISION FEES	-	1,000.00	945.00	250.00	3,660.00	1,000.00
001-345-83-00-00	PLAN CHECK FEES	51,318.75	10,000.00	6,801.60	10,000.00	14,863.65	7,000.00
001-345-89-00-00	PLANNING DEPT PRMT REVIEW FEES	440.00	400.00	45.00	400.00	355.00	300.00
001-357-37-00-00	COURT COST RECOUP	1,341.61	2,000.00	-	-	-	-
001-359-90-00-00	CITY LATE CHARGES & ADM FEES	320.00	500.00	300.00	-	-	-
001-360-00-00-00	MISCELL REVENUES	0.01	-	197.41	-	105.00	-
001-361-00-00-01	INTEREST-REG MM	4.73	10.00	55.93	50.00	962.94	500.00
001-361-00-00-02	INTEREST-2ND MM	87.17	50.00	641.77	100.00	-	-
001-361-11-00-00	INVESTMENT INTEREST	1,317.34	2,000.00	44,701.20	5,000.00	52,621.85	10,000.00
001-361-11-00-01	LGIP INVESTMENT INTEREST	239.26	-	-	-	-	-
001-361-40-00-00	SALES TAX EQUAL INTEREST	410.13	200.00	764.50	400.00	1,681.42	800.00
001-361-40-02-00	PROPERTY/EMS TAX PENALTIES	46.59	200.00	-	-	-	-
001-369-00-00-00	OTHER MISCELLANEOUS REVENUES	-	2,000.00	382.07	500.00	10.25	-
001-369-91-00-01	PUBLIC RECORDS CHARGES	-	-	-	-	86.40	-
001-369-81-00-00	CASHIER'S OVER & SHORT	-	-	(10.00)	-	7.69	-
001-369-90-00-00	OTHER MISCELLANEOUS REVENUE	-	2,000.00	382.07	500.00	10.25	-
001-388-50-00-00	CUMULATIVE EFFECT OF CHANGES						-
001-395-20-00-00	INSURANCE RECOVERIES	103,325.95	-	2,719.92	-	3,221.73	-
	Fund Revenues Total	\$ 3,183,311.59	\$ 2,753,624.00	\$ 2,970,716.98	\$ 2,226,796.30	\$ 1,682,408.80	\$ 2,548,852.75

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
General Fund Expenditures							
Grant							
001-060-554-90-30-00	GROUNDWATER STUDY SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
001-060-554-90-40-00	GROUNDWATER STUDY SERVICES	-	-	-	-	-	300,000.00
001-060-517-00-30-00	AWC WELLNESS SUPPLIES	-	-	242.78	-	-	250.00
	YCCTPP GRANT EXPENDITURES	-	-	-	-	-	54,000.00
	Grants Total	\$ -	\$ -	\$ 242.78	\$ -	\$ -	\$ 454,250.00
Legislative		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
001-110-511-30-31-03	PUBLICATIONS	\$ -	\$ -	\$ -	\$ -	\$ 761.01	\$ 1,000.00
001-110-511-30-44-00	ADVERTISING	986.83	1,000.00	730.73	1,000.00	-	740.00
001-110-511-60-10-01	COUNCIL	20,500.00	21,000.00	21,000.00	21,000.00	15,000.00	21,000.00
001-110-511-60-20-01	SOCIAL SECURITY & MEDICARE	1,568.66	1,800.00	1,606.92	1,800.00	1,147.80	1,575.00
001-110-511-60-20-02	LABOR & INDUSTRIES	74.62	100.00	81.48	100.00	62.40	85.00
001-110-511-60-30-04	MINOR EQUIPMENT	-	-	-	-	11.97	-
001-110-511-60-31-01	OFFICE SUPPLIES	191.06	300.00	304.36	400.00	16.32	310.00
001-110-511-60-41-00	PROFESSIONAL SERVICES	69.76	100.00	-	100.00	-	-
001-110-511-60-42-01	POSTAGE	5.50	20.00	9.93	20.00	-	10.00
001-110-511-60-43-02	MEALS & LODGING	-	-	390.15	400.00	-	400.00
001-110-511-60-46-00	INSURANCE	2,617.00	2,700.00	3,448.00	4,672.00	4,672.00	4,907.00
001-110-511-60-49-00	MISCELLANEOUS	2,195.43	1,500.00	1,864.43	1,500.00	(1,044.61)	1,870.00
001-110-511-60-49-01	DUES & MEMBERSHIPS	3,587.00	3,500.00	700.00	3,500.00	3,071.83	3,500.00
001-110-511-60-49-02	REGISTRATION FEES	40.00	-	50.00	2,500.00	475.00	50.00
001-110-511-60-49-04	PRINTING	-	100.00	8.00	25.00	-	10.00
001-110-514-40-40-00	GENERAL ELECTION COSTS	6,588.02	4,000.00	4,332.81	4,000.00	-	4,340.00
001-110-514-90-01-00	VOTER REGISTRATION COSTS	-	4,000.00	-	4,000.00	-	4,000.00
	Legislative Total	\$ 38,423.88	\$ 40,120.00	\$ 34,526.81	\$ 45,017.00	\$ 24,173.72	\$ 43,797.00
Municipal Court		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
001-120-512-50-10-04	SALARIES & WAGES - BALIFF	\$ -	\$ -	\$ -	\$ -	\$ 1,704.24	\$ 4,600.00
001-120-512-50-41-00	COURT SERVICES*	44,250.00	60,000.00	59,000.00	60,000.00	47,620.06	60,000.00
001-120-512-50-46-00	INSURANCE	920.00	1,000.00	1,211.00	-	-	-
	Municipal Court Total	\$ 45,170.00	\$ 61,000.00	\$ 60,211.00	\$ 60,000.00	\$ 49,324.30	\$ 64,600.00

Executive		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
001-130-513-10-10-01	SALARIES & WAGES - MAYOR	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 9,000.00	\$ 12,000.00
001-130-513-10-10-02	SALARIES & WAGES - CITY ADMIN.	46,521.48	49,300.00	143,179.55	90,000.00	66,744.00	101,760.00
001-130-513-10-10-03	SALARIES & WAGES - ADMIN CLERK	18,445.38	19,000.00	25,833.33	30,416.00	22,362.06	58,388.78
001-130-513-10-20-01	SOCIAL SECURITY & MEDICARE	7,673.39	6,000.00	13,845.55	9,931.20	10,249.10	12,915.00
001-130-513-10-20-02	LABOR & INDUSTRIES	288.63	300.00	285.43	350.00	207.89	300.00
001-130-513-10-20-03	RETIREMENT/ICMA	11,706.94	9,500.00	7,472.25	14,000.00	10,313.18	17,070.00
001-130-513-10-20-04	MEDICAL/LIFE/DEFERRED COMP	13,460.49	11,000.00	16,053.82	34,000.00	16,547.64	33,480.00
001-130-513-10-20-05	DISABILITY/SICK LV BUYBACK	1,722.29	1,300.00	1,093.27	1,655.20	1,113.84	1,600.00
001-130-513-10-30-04	MINOR EQUIPMENT	-	-	-	-	148.47	-
001-130-513-10-31-01	OFFICE SUPPLIES	68.87	300.00	1,206.48	500.00	317.44	1,210.00
001-130-513-10-31-02	OPERATING SUPPLIES	1,087.05	300.00	4,282.78	1,000.00	637.70	4,290.00
001-130-513-10-31-03	PUBLICATIONS	-	-	-	250.00	-	-
001-130-513-10-35-00	SMALL TOOLS & EQUIPMENT	-	-	895.14	-	-	900.00
001-130-513-10-41-00	PROFESSIONAL SERVICES	2,235.30	1,500.00	18,133.23	1,500.00	294.62	500.00
001-130-513-10-42-01	POSTAGE	44.30	300.00	5.23	100.00	21.90	10.00
001-130-513-10-42-02	PHONE	-	-	547.49	515.00	336.59	550.00
001-130-513-10-43-01	TRAVEL/AIRFARE/CAR RENTAL	-	-	-	250.00	-	-
001-130-513-10-43-02	MEALS & LODGING	-	-	300.67	250.00	-	310.00
001-130-513-10-44-00	ADVERTISING	369.81	100.00	246.26	250.00	-	250.00
001-130-513-10-46-00	INSURANCE	3,678.00	4,000.00	4,846.00	11,346.00	11,346.00	11,917.00
001-130-513-10-48-00	REPAIR & MAINTENANCE	-	100.00	-	-	-	-
001-130-513-10-48-03	BILLING SERVICES	-	-	-	-	1,469.52	-
001-130-513-10-49-00	MISCELLANEOUS	13,500.00	100.00	-	-	-	-
001-130-513-10-49-01	DUES & MEMBERSHIPS	2,686.00	1,200.00	250.00	3,000.00	2,652.00	250.00
001-130-513-10-49-02	REGISTRATION FEES	100.00	100.00	960.00	500.00	2,044.40	960.00
001-130-513-10-49-03	SUBSCRIPTIONS	-	-	558.00	150.00	119.66	560.00
	Executive Total	\$ 135,587.93	\$ 116,400.00	\$ 251,994.48	\$ 211,963.40	\$ 155,926.01	\$ 259,220.78

Administrative Services		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
001-140-514-20-10-01	SALARIES & WAGES - FINANCE DIR.	\$ 65,423.52	\$ 67,400.00	\$ 75,998.22	\$ 72,455.00	\$ 57,298.19	\$ 86,064.00
001-140-514-20-10-02	SALARIES & WAGES - ADMIN CLERK	5,269.82	5,400.00	2,662.08	131,000.00	70,622.27	209,904.00
001-140-514-20-10-03	UTILITY BILLING CLERK - 10%	4,391.14	4,500.00	4,557.80	-	-	-
001-140-514-20-10-06	CASHIER - PART TIME	43,889.76	45,200.00	46,008.55	-	-	-
001-140-514-20-20-01	SOCIAL SECURITY & MEDICARE	10,139.34	9,000.00	9,659.76	10,309.13	9,489.68	17,330.00
001-140-514-20-20-02	LABOR & INDUSTRIES	447.04	600.00	398.44	660.00	437.55	400.00
001-140-514-20-20-03	RETIREMENT/ICMA	14,608.80	17,000.00	13,628.34	18,000.00	14,381.80	25,020.00
001-140-514-20-20-04	MEDICAL/LIFE/DEFERRED COMP	27,781.19	31,000.00	34,287.88	45,000.00	35,425.88	59,780.00
001-140-514-20-20-05	DISABILITY/SICK LV BUYBACK	2,412.88	2,500.00	1,957.81	2,750.00	1,971.98	2,500.00
001-140-514-20-30-04	MINOR EQUIPMENT	-	-	-	-	925.49	-
001-140-514-20-31-01	OFFICE SUPPLIES	1,142.85	1,000.00	1,343.41	1,500.00	911.60	1,350.00
001-140-514-20-31-02	OPERATING SUPPLIES	1,090.78	1,000.00	596.25	2,500.00	641.04	600.00
001-140-514-20-31-03	PUBLICATIONS	-	-	883.96	200.00	169.00	890.00
001-140-514-20-31-04	RECORDS SUPPLIES	-	-	-	750.00	-	-
001-140-514-20-40-00	INTERGOV'T SERVICES - OASI	25.00	25.00	25.00	25.00	25.00	30.00
001-140-514-20-41-00	PROFESSIONAL SERVICES	3,555.29	5,000.00	1,344.19	5,000.00	2,863.80	1,350.00
001-140-514-20-41-02	SERVICE CHARGES	1,378.45	-	380.03	-	741.20	390.00
001-140-514-20-41-03	BANK SERVICE FEES	-	-	3,206.22	2,000.00	1,278.17	3,210.00
001-140-514-20-42-01	POSTAGE	498.37	700.00	932.48	770.00	555.21	940.00
001-140-514-20-43-01	MILEAGE	-	100.00	-	100.00	-	-
001-140-514-20-43-02	MEALS & LODGING	-	-	449.36	500.00	-	450.00
001-140-514-20-44-00	ADVERTISING	-	-	397.33	500.00	-	400.00
001-140-514-20-45-00	RENTALS	3,419.42	4,000.00	4,298.41	4,500.00	2,888.46	4,300.00
001-140-514-20-46-00	INSURANCE	3,969.00	4,200.00	5,141.00	10,306.00	10,301.00	17,844.00
001-140-514-20-48-00	REPAIR & MAINTENANCE	-	500.00	131.65	250.00	-	140.00
001-140-514-20-48-01	COPIER MAINTENANCE AGREEMENT	3,483.33	3,500.00	6,421.72	-	2,823.48	6,430.00
001-140-514-20-48-02	SOFTWARE SUPPORT CONTRACT	-	-	-	-	764.90	-
001-140-514-20-48-03	COMPUTER SUPPORT CONTRACT	22,125.30	25,000.00	30,094.33	25,000.00	48,980.96	30,100.00
001-140-514-20-49-00	MISCELLANEOUS	469.80	300.00	69.12	300.00	260.04	70.00
001-140-514-20-49-01	DUES & MEMBERSHIPS	30.00	100.00	1,440.00	500.00	465.65	1,440.00
001-140-514-20-49-02	REGISTRATION FEES	210.00	500.00	521.75	1,000.00	50.00	530.00
001-140-514-23-41-00	AUDIT COSTS - STATE EXAMINERS	6,927.40	12,000.00	-	14,400.00	-	-
001-140-514-60-00-01	GRANT WRITING-CONTRACTED	-	-	-	-	2,010.00	5,000.00
001-140-591-14-70-00	DEBT & LEASE REPAYMENT	-	-	-	-	9,219.60	1,800.00
001-140-594-00-00-00	CAPITAL EXPENDITURES	-	1,000.00	-	-	-	-
001-140-594-14-60-00	FINANCE - CAPITAL OUTLAY	-	500.00	-	-	-	-
001-180-518-10-31-01	OFFICE SUPPLIES	-	-	40.30	-	3,239.14	1,000.00
001-180-518-10-31-02	OPERATING SUPPLIES	7,797.71	7,000.00	7,885.33	8,000.00	1,004.85	7,890.00
001-180-518-10-31-04	MINOR EQUIPMENT	-	-	49.56	-	15.24	15,000.00

001-180-518-10-32-00	FUEL	273.22	500.00	704.70	600.00	294.85	710.00
001-180-518-10-35-00	SMALL TOOLS & EQUIPMENT	-	100.00	32.67	100.00	1,682.50	1,500.00
001-180-518-10-40-00	INTERGOVERNMENTAL SERVICES	528.50	500.00	302.00	500.00	-	310.00
001-180-518-10-40-01	PENALTIES	-	-	16.96	-	-	20.00
001-180-518-10-41-00	PROFESSIONAL SERVICES	15,676.18	12,000.00	16,633.59	13,000.00	8,533.52	16,640.00
001-180-518-10-41-01	JANITORIAL SERVICES	19,140.00	20,000.00	19,140.00	20,000.00	11,165.00	19,140.00
001-180-518-10-41-02	HVAC CONTRACT	-	4,500.00	-	-	-	-
001-180-518-10-41-03	ELEVATOR CONTRACT	6,198.24	5,500.00	6,401.64	6,000.00	3,864.91	6,410.00
001-180-518-10-42-00	BASE PHONE LINE CHARGES	9,734.38	10,000.00	9,681.79	10,000.00	6,158.77	9,690.00
001-180-518-10-42-02	ELEVATOR PHONE LINE	529.69	500.00	511.70	500.00	287.65	520.00
001-180-518-10-43-02	MEALS & LODGING	-	-	-	-	424.16	-
001-180-518-10-44-00	ADVERTISING	-	200.00	-	200.00	-	-
001-180-518-10-45-00	RENTALS	122.00	200.00	140.00	200.00	87.12	140.00
001-180-518-10-46-00	INSURANCE	4,904.00	5,500.00	6,326.00	9,548.00	9,942.00	12,483.00
001-180-518-10-47-00	UTILITIES	24,527.79	20,000.00	24,682.27	22,000.00	12,912.77	24,690.00
001-180-518-10-48-00	REPAIR & MAINTENANCE	2,656.86	5,000.00	569.91	6,000.00	108.39	5,000.00
001-180-518-10-48-47	CITY FACILITIES-WATER USE	1,809.37	2,000.00	1,828.68	2,000.00	737.08	1,830.00
001-180-518-10-49-00	MISCELLANEOUS	1,659.55	1,500.00	277.93	1,000.00	14.65	280.00
001-180-518-10-49-02	REGISTRATION FEES	-	-	595.75	500.00	-	600.00
001-180-594-18-60-00	CITY HALL - CAPITAL OUTLAY	4,567.31	6,000.00	4,795.67	-	-	4,800.00
001-180-594-18-60-10	COMPUTER SERVER/NETWORK	-	1,000.00	-	5,000.00	-	-
	Administrative Services Total	\$ 322,813.28	\$ 344,025.00	\$ 347,451.54	\$ 455,423.13	\$ 335,974.55	\$ 606,915.00

Legal		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
001-150-515-41-40-00	CITY ATTORNEY - MUNICIPAL	\$ 19,742.50	\$ 15,000.00	\$ 49,745.85	\$ 79,000.00	\$ 57,101.50	\$ 85,000.00
001-150-515-41-44-00	ADVERTISING	-	-	207.46	250.00	-	210.00
001-150-515-41-49-01	MISCELLANEOUS	-	-	74.12	-	-	80.00
001-150-515-45-40-00	CITY ATTORNEY - PROSECUTOR	24,000.00	24,000.00	21,000.00	24,000.00	16,000.00	21,000.00
001-150-515-93-41-04	PUBLIC DEFENDER	13,000.00	12,000.00	10,000.00	12,000.00	8,000.00	10,000.00
001-150-515-93-41-05	OPD GRANT - PUBLIC DEFENDER	2,499.96	2,400.00	1,495.32	2,400.00	1,328.00	1,500.00
	Legal Total	\$ 59,242.46	\$ 53,400.00	\$ 82,522.75	\$ 117,650.00	\$ 82,429.50	\$ 117,790.00
Code Enforcement		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
001-240-524-10-10-03	SALARIES & WAGES - CODE ENF.	\$ 8,693.76	\$ 45,400.00	\$ 29,774.98	\$ 27,580.80	\$ 16,351.46	\$ 54,780.00
001-240-524-10-20-01	SOCIAL SECURITY & MEDICARE	5,419.01	6,000.00	7,182.35	7,537.91	5,495.78	4,110.00
001-240-524-10-20-02	LABOR & INDUSTRIES	1,370.04	2,500.00	1,795.11	1,500.00	1,303.21	700.00
001-240-524-10-20-03	RETIREMENT/ICMA	7,766.59	10,000.00	7,517.45	13,360.00	7,698.40	5,950.00
001-240-524-10-20-04	MEDICAL/LIFE/DEFERRED COMP	24,764.61	47,000.00	29,803.80	54,500.00	14,971.50	5,280.00
001-240-524-10-20-05	DISABILITY/SICK LV BUYBACK	1,552.35	1,500.00	1,845.89	1,500.00	1,313.82	1,000.00
001-240-524-10-20-06	UNIFORMS & CLOTHING	-	300.00	179.84	650.00	147.01	180.00
001-240-524-10-30-04	MINOR EQUIPMENT	-	-	-	-	1,922.36	2,000.00
001-240-524-10-31-01	OFFICE SUPPLIES	516.64	300.00	313.35	500.00	336.95	500.00
001-240-524-10-31-02	OPERATING SUPPLIES	41.78	300.00	29.79	500.00	617.17	750.00
001-240-524-10-32-00	FUEL	510.61	1,000.00	844.73	750.00	353.66	850.00
001-240-524-10-35-00	SMALL TOOLS & EQUIPMENT	-	300.00	-	6,000.00	435.59	2,500.00
001-240-524-10-41-00	PROFESSIONAL SERVICES	-	100.00	-	100.00	-	500.00
001-240-524-10-42-01	POSTAGE	60.15	100.00	35.18	100.00	10.95	40.00
001-240-524-10-43-01	MILEAGE	-	100.00	-	100.00	-	150.00
001-240-524-10-43-02	MEALS & LODGING	-	1,000.00	-	1,000.00	623.20	500.00
001-240-524-10-44-00	ADVERTISING	808.35	-	-	1,000.00	-	150.00
001-240-524-10-46-00	INSURANCE	7,751.00	8,000.00	10,105.00	13,692.00	13,701.00	7,455.00
001-240-524-10-48-00	REPAIR & MAINTENANCE	-	200.00	3,703.17	200.00	-	3,710.00
001-240-524-10-49-00	MISCELLANEOUS	115.06	200.00	129.67	-	25.55	130.00
001-240-524-10-49-01	DUES & MEMBERSHIPS	-	300.00	227.00	500.00	-	230.00
001-240-524-10-49-02	REGISTRATION FEES	-	400.00	128.00	500.00	495.00	130.00
001-240-524-10-49-03	SUBSCRIPTIONS	99.95	100.00	-	-	-	500.00
001-240-594-24-60-00	CODE ENFORCE - CAPITAL OUTLAY	-	1,000.00	-	-	-	-
	Code Enforcement Total	\$ 59,469.90	\$ 126,100.00	\$ 93,615.31	\$ 131,570.71	\$ 65,802.61	\$ 92,095.00

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Building & Planning							
001-580-558-50-10-05	SALARIES & WAGES - BUILDING INSPEC	\$ 64,915.92	\$ 66,800.00	\$ 66,089.28	\$ 72,924.72	\$ 43,682.96	\$ 80,794.16
001-580-558-50-20-01	SOCIAL SECURITY & MEDICARE	-	-	-	-	-	6,050.00
001-580-558-50-20-02	LABOR & INDUSTRIES	-	-	-	-	-	625.00
001-580-558-50-20-03	RETIREMENT	-	-	-	-	-	7,700.00
001-580-558-50-20-04	MEDICAL/LIFE/DEFERRED COMP	-	-	-	-	-	22,150.00
001-580-558-50-20-05	DISABILITY/SICK LV BUYBACK	-	-	-	-	-	625.00
001-580-558-60-00-00	ADMINISTRATION	-	-	23,182.50	-	-	-
001-580-558-60-10-01	PLANNING DIRECTOR	-	-	1,053.24	-	-	-
001-580-558-60-10-03	SALARIES & WAGES - CITY PLANNER	-	-	21,281.75	43,990.00	37,041.19	80,294.76
001-580-558-60-20-01	SOCIAL SECURITY & MEDICARE	-	-	3,629.23	3,365.24	3,169.57	6,050.00
001-580-558-60-20-02	LABOR & INDUSTRIES	-	-	68.81	80.00	124.47	625.00
001-580-558-60-20-03	RETIREMENT/ICMA	-	-	2,856.94	5,170.56	4,610.25	8,350.00
001-580-558-60-20-04	MEDICAL/LIFE/DEFERRED COMP	-	-	1,745.75	5,500.00	3,960.00	5,280.00
001-580-558-60-20-05	DISABILITY/SICK LV BUYBACK	-	-	315.50	549.88	517.92	625.00
001-580-558-60-30-04	MINOR EQUIPMENT	-	-	-	-	28.30	-
001-580-558-60-31-01	OFFICE SUPPLIES	23.16	100.00	300.68	200.00	47.75	310.00
001-580-558-60-31-02	OPERATING SUPPLIES	-	100.00	654.56	200.00	-	660.00
001-580-558-60-31-03	PUBLICATIONS	-	-	332.89	1,000.00	491.21	340.00
001-580-558-60-35-00	SMALL TOOLS & EQUIPMENT	-	-	-	-	2,723.03	3,000.00
001-580-558-60-40-01	SOFTWARE	-	-	-	-	3,294.23	5,000.00
001-580-558-60-41-00	PROFESSIONAL SERVICES	-	-	-	6,000.00	1,893.75	6,000.00
001-580-558-60-41-01	HEARING EXAMINER-PROFESSIONAL	24,057.50	25,000.00	23,760.84	25,000.00	-	23,770.00
001-580-558-60-42-01	POSTAGE	-	1,000.00	-	1,000.00	10.95	250.00
001-580-558-60-43-02	MEALS & LODGING	-	-	-	-	259.49	1,000.00
001-580-558-60-44-00	ADVERTISING	-	100.00	114.19	100.00	-	120.00
001-580-558-60-45-00	RENTALS	-	-	158.73	-	-	160.00
001-580-558-60-46-00	INSURANCE	2,759.00	3,000.00	3,634.00	3,337.00	3,337.00	10,515.00
001-580-558-60-49-01	DUES & MEMBERSHIPS	-	-	-	-	75.00	250.00
001-580-558-60-49-02	REGISTRATION FEES	-	-	-	-	449.00	500.00
	Building & Planning Total	\$ 91,755.58	\$ 96,100.00	\$ 149,178.89	\$ 168,417.40	\$ 105,716.07	\$ 271,043.92

Transfers Out		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
001-990-597-20-90-00	T/O - UNEMPLOYMENT COMP (501)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,300.00
001-000-597-00-01-00	T/O - IMPACT FEES (100)				5,000.00		-
001-000-597-00-01-01	T/O - STREET (001 TO 101)	61,365.10	40,000.00	40,000.00	150,000.00	150,000.00	-
001-000-597-00-01-04	T/O STREET - RESTRICTED (104)	-	-	-	-	-	20,000.00
001-000-597-00-01-10	T/O PUBLIC SAFETY (110)	-	-	-	490,000.00	490,000.00	150,000.00
001-000-597-00-01-11	T/O CRIMINAL JUSTICE (111)	-	-	-	15,856.05	15,856.05	-
001-000-597-00-03-02	T/O CAPITAL PARKS (302)	-	-	-	-	-	250,000.00
001-000-597-00-01-12	T/O PARKS & RECREATION (112)	-	-	-	367,000.00	192,000.00	475,000.00
001-000-597-00-04-10	T/O BROADBAND (410)	-	-	-	-	-	100,000.00
	Transfers Out Total	\$ 61,365.10	\$ 40,000.00	\$ 40,000.00	\$ 1,027,856.05	\$ 847,856.05	\$ 1,007,300.00
	Fund Expenditures Total	\$ 813,828.13	\$ 877,145.00	\$ 1,059,743.56	\$ 2,217,897.69	\$ 1,667,202.81	\$ 2,917,011.70

Impact Fees Fund Resources
Special Revenue Fund 100

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 8,671	\$ 67,399	\$ 70,107	\$ 31,500	-123%
School Impact Fees	5,840	268	300	300	0%
Fire Impact Fees	3,899	104	300	300	0%
Parks Impact Fees	-	-	-	-	0%
Interest & Other Earnings	27	1,125	-	-	0%
Transfers In	-	-	-	-	0%
Impact Fund Total Resources	\$ 18,437	\$ 68,897	\$ 70,707	\$ 32,100	-120%

Impact Fees Fund Uses
Special Revenue Fund 100

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Intergovernmental Remittance	\$ 6,108	\$ -	\$ 300	\$ 500	40%
Transfers Out	-	-	45,000	-	
Impact Fund Total Uses	\$ 6,108	\$ -	\$ 45,300	\$ 500	-8960%
Net Resources Over Uses	\$ 12,329	\$ 68,897	\$ 25,407	\$ 31,600	

Notes

Revenue

Impact fees are collected through permits for construction. The intention of collecting impact fees is to offset the increased impact that new construction has on schools, the fire district and the City's parks.

Intergovernmental Remittance

The City remits all School and Fire impact fees to their respective districts

**3 Year Budget Comparison
Impact Fees 100**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 8,670.76		\$ 67,399.46	\$ 70,106.63	\$ 31,970.12	\$ 31,500.00
Revenues		9,766.70	650.00	1,497.17	5,600.00	1,658.43	600.00
Expenditures		6,108.00	-	-	45,300.00	45,000.00	500.00
Ending Balance		\$ 12,329.46	\$ 650.00	\$ 68,896.63	\$ 30,406.63	\$ (11,371.45)	\$ 31,600.00
Total Gain (Loss)		\$ 3,658.70	\$ 650.00	\$ 1,497.17	\$ (39,700.00)	\$ (43,341.57)	\$ 100.00

Detail

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Impact Fee Revenues							
100-345-85-00-00	SCHOOL IMPACT FEES	\$ 5,840.00	\$ 300.00	\$ 268.00	\$ 300.00	\$ -	\$ 300.00
100-345-85-22-00	FIRE - IMPACT FEES	3,899.47	300.00	104.00	300.00	139.00	300.00
100-361-11-00-00	INVESTMENT INTEREST	27.23	50.00	1,125.17	-	1,519.43	-
100-361-11-00-00	T/I RTN FIRE IMPACT FROM 001	-	-	-	5,000.00	-	-
	Fund Revenues Total	\$ 9,766.70	\$ 650.00	\$ 1,497.17	\$ 5,600.00	\$ 1,658.43	\$ 600.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Impact Fee Expenditures							
100-000-518-65-00-00	SCHOOL IMPACT FEES - REMITT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
100-220-597-00-60-00	T/O-FIRE IMPACT FEE (100 TO 001)	6,108.00	-	-	300.00	-	-
100-760-597-00-60-00	T/O PARK IMPROVEMENTS (302)	-	-	-	45,000.00	45,000.00	-
	Fund Expenditures Total	\$ 6,108.00	\$ -	\$ -	\$ 45,300.00	\$ 45,000.00	\$ 500.00

Street Operations and Maintenance Fund Resources
Special Revenue Fund 101

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 73,567	\$ 134,058	\$ 145,602	\$ 125,951	0%
Permits	100	75	50	200	
Taxes - Motor Vehicle Fuel Tax	94,896	91,450	88,088	84,145	-5%
Multimodal Transportation - City	6,692	6,414	6,292	6,291	0%
Interest & Other Earnings	410	-	50	-	0%
Transfer In	126,623	120,749	150,000	130,000	0%
Street Fund Total Resources	\$ 302,287	\$ 352,747	\$ 390,082	\$ 346,587	-13%

Street Operations and Maintenance Fund Uses
Special Revenue Fund 101

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ 77,425	\$ 75,081	\$ 79,000	\$ 84,280	6%
Benefits	43,044	41,889	45,745	42,860	-7%
Supplies	28,814	35,091	44,600	48,690	8%
Services & Charges	76,203	74,622	94,786	93,030	-2%
Street Fund Total Uses	\$ 225,486	\$ 226,683	\$ 264,131	\$ 268,860	2%

Notes

Revenue

Majority of resources come from the Motor Vehicle Fuel Tax and Multimodal Transportation distributions from the State of Washington. MFVT City Assistance from State and Telephone B&O Tax designated as funding for Streets

Salaries & Wages

A set percentage portion of the City's Maintenance employees' wages are charged for work performed on City streets, including street sweeping and snow plowing. 7.5% Salary Adjustment. 3.5% Step

Supplies

Includes snow & ice removal supplies, equipment and parts for street vehicles

Streets Restricted Fund Resources
Special Revenue Fund 104

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 14,115	\$ 14,203	\$ 14,447	\$ 88,500	84%
SRTC Grants	-	-	-	-	0%
TIB Grants	-	-	639,000	1,295,000	51%
Interest & Other Earnings	12	232	-	(143)	100%
Transfers In	-	-	-	110,000	100%
Street Res. Total Resources	\$ 14,127	\$ 14,436	\$ 653,447	\$ 1,493,357	56%

Streets Restricted Fund Uses
Special Revenue Fund 104

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Streets Capital Projects	\$ -	\$ -	\$ 735,000	\$ 1,475,500	50%
Street Res. Total Uses	\$ -	\$ -	\$ 735,000	\$ 1,475,500	50%

Notes

Revenue

Revenue received from Transportation Improvement Board (TIB) as reimbursement for approved Streets projects

Streets Capital Projects

Includes Lefevre St Restriping, Overlay on North-South Streets, and engineering for Stormwater Mitigation capital projects

3 Year Budget Comparison
Streets Fund 101, Streets - Restricted Fund 104

CITY OF MEDICAL LAKE

Summary - Streets

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 73,566.75		\$ 134,058.05	\$ 145,602.05	\$ 188,153.84	\$ 125,951.05
Revenues		228,720.68	212,557.00	218,688.54	244,480.00	224,145.15	262,636.00
Expenditures		225,486.33	274,750.00	226,683.08	264,131.00	164,733.64	268,860.00
Ending Balance		\$ 76,801.10	\$ (62,193.00)	\$ 126,063.51	\$ 125,951.05	\$ 247,565.35	\$ 119,727.05
Total Gain (Loss)		\$ 3,234.35	\$ (62,193.00)	\$ (7,994.54)	\$ (19,651.00)	\$ 59,411.51	\$ (6,224.00)

Summary - Streets Restricted

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 14,115.02		\$ 14,203.45	\$ 14,447.48	\$ 14,215.19	\$ 88,500.00
Revenues		-	-	-	639,000.00	139,405.91	1,475,000.00
Expenditures		-	-	-	735,000.00	71,608.83	1,545,500.00
Ending Balance		\$ 14,115.02	\$ -	\$ 14,203.45	\$ (81,552.52)	\$ 82,012.27	\$ 18,000.00
Total Gain (Loss)		\$ -	\$ -	\$ -	\$ (96,000.00)	\$ 67,797.08	\$ (70,500.00)

Detail

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Street Revenues							
101-316-47-00-00	TELEPHONE B & O TAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,000.00
101-322-40-00-00	STREET & CURB PERMITS	100.00	50.00	75.00	50.00	175.00	50.00
	BLOCK CLOSURE PERMITS	-	-	-	-	-	150.00
101-336-00-71-00	MULTIMODAL TRANSPORATION CITY	6,691.96	6,428.00	6,414.34	6,292.00	4,713.39	6,291.00
101-336-00-87-00	STREET - MV FUEL TAX	94,896.05	85,000.00	91,450.20	88,088.00	66,650.39	84,145.00
101-336-00-98-00	MVFT-CITY ASSISTANCE	-	-	-	-	-	130,000.00
101-361-11-00-00	INVESTMENT INTEREST	37.67	30.00	-	50.00	2,476.37	-
101-369-90-00-00	OTHER MISCELLANEOUS REVENUE	372.00	300.00	-	-	130.00	-

101-397-00-00-01	TRANSFERS IN (001)	126,623.00	120,749.00	120,749.00	150,000.00	150,000.00	-
	Fund Revenues Total	\$ 228,720.68	\$ 212,557.00	\$ 218,688.54	\$ 244,480.00	\$ 224,145.15	\$ 262,636.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Street Expenditures							
101-000-542-30-30-00	ROADWAY - SUPPLIES	\$ 3,153.45	\$ 3,000.00	\$ 1,417.03	\$ 5,000.00	\$ 2,578.57	\$ 9,420.00
101-000-543-30-40-00	ROADWAY - SERVICES	-	-	-	-	91.66	-
101-000-542-40-30-00	STORM DRAIN - SUPPLIES	-	1,000.00	-	1,000.00	-	1,500.00
101-000-542-40-40-00	STORM DRAIN - SERVICES	-	5,000.00	-	6,000.00	-	-
101-000-542-40-41-00	PROFESSIONAL SERVICES	2,800.00	500.00	1,862.32	1,000.00	1,717.30	1,870.00
101-000-542-61-40-00	SIDEWALKS - SERVICES	716.07	1,000.00	224.33	2,000.00	-	2,230.00
101-000-542-63-40-00	STREET LIGHTS - UTILITIES	40,537.45	40,000.00	41,833.24	40,000.00	26,807.89	41,840.00
101-000-542-64-30-00	TRAFFIC CONTROL - SUPPLIES	3,297.52	5,000.00	7,392.38	8,000.00	4,013.62	7,400.00
101-000-542-64-40-00	TRAFFIC CONTROL - SERVICES	3,424.26	-	5,984.69	-	6,951.46	5,990.00
101-000-542-64-40-01	TRAFFIC CONTROL - INTERGOV'T	6,234.11	7,000.00	120.72	7,000.00	-	7,000.00
101-000-542-66-10-00	SNOW & ICE - OVERTIME	-	1,000.00	-	1,000.00	-	1,000.00
101-000-542-66-30-00	SNOW & ICE - SUPPLIES	9,624.24	10,000.00	7,943.15	10,000.00	1,557.13	10,000.00
101-000-542-66-40-00	SNOW & ICE - INTERGOV'T	-	500.00	-	500.00	-	-
101-000-542-67-30-00	STREET CLEANING - SUPPLIES	1,117.26	2,000.00	486.77	3,000.00	658.32	2,500.00
101-000-542-70-30-00	ROADSIDE - SUPPLIES	-	1,000.00	1,317.24	1,000.00	1,133.78	1,320.00
101-000-542-70-40-00	ROADSIDE - INTERGOV'T	46.62	2,500.00	-	2,500.00	-	2,000.00
101-000-543-30-10-02	MAINTENANCE SUPERVISOR - 25%	17,106.00	17,650.00	11,267.81	-	-	-
101-000-543-30-10-03	SALARIES & WAGES - MAINTENACE	56,707.48	69,600.00	61,584.25	71,000.00	55,826.72	81,050.00
101-000-543-30-11-00	OVERTIME - MAINTENANCE	3,611.92	7,000.00	2,228.67	7,000.00	962.16	2,230.00
101-000-543-30-20-01	SOCIAL SECURITY & MEDICARE	5,681.75	7,000.00	5,443.26	5,325.00	4,268.78	6,080.00
101-000-543-30-20-02	LABOR & INDUSTRIES	1,763.15	3,000.00	1,609.57	1,420.00	1,303.33	1,650.00
101-000-543-30-20-03	RETIREMENT/ICMA	9,464.48	13,000.00	8,328.24	9,000.00	6,362.83	8,850.00
101-000-543-30-20-04	MEDICAL/DENTAL/LIFE/DEFERRED	24,537.17	32,400.00	25,027.39	28,000.00	18,767.19	23,530.00
101-000-543-30-20-05	DISABILITY/SICK LV BUYBACK	1,597.50	2,000.00	1,480.31	1,500.00	978.63	1,750.00
101-000-543-30-20-06	UNIFORMS & CLOTHING	-	500.00	-	500.00	116.67	1,000.00
101-000-543-30-30-00	GENERAL SERVICES - SUPPLIES	-	-	-	-	312.95	-
101-000-543-30-31-01	OFFICE SUPPLIES	2.36	100.00	-	100.00	-	-
101-000-543-30-31-02	OPERATING SUPPLIES	2,955.80	1,500.00	4,386.94	1,500.00	3,220.39	4,390.00
101-000-543-30-31-03	MINOR EQUIPMENT	-	-	83.25	-	815.28	90.00

101-000-543-30-32-00	FUEL	8,116.19	12,000.00	11,056.38	12,000.00	5,741.60	11,060.00
101-000-543-30-35-00	SMALL TOOLS & EQUIPMENT	546.88	1,000.00	1,008.18	3,000.00	77.02	1,010.00
101-000-543-30-41-00	PROFESSIONAL SERVICES	1,916.80	2,500.00	3,525.66	4,000.00	2,114.40	3,530.00
101-000-543-30-42-01	POSTAGE	2.64	-	2.20	-	-	10.00
101-000-543-30-42-02	PHONE	1,046.83	1,000.00	1,045.74	1,000.00	744.06	1,050.00
101-000-543-30-43-00	MEALS & LODGING	-	-	-	-	678.89	-
101-000-543-30-45-00	RENTALS	190.58	3,500.00	54.68	3,500.00	56.47	3,500.00
101-000-543-30-46-00	INSURANCE	5,192.00	7,500.00	6,646.00	11,186.00	11,247.00	10,670.00
101-000-543-30-47-00	UTILITIES	3,768.18	3,500.00	4,132.53	3,500.00	2,993.21	4,140.00
101-000-543-30-48-00	REPAIRS & MAINTENANCE	9,804.42	10,000.00	8,938.51	10,000.00	2,158.07	8,940.00
101-000-543-30-49-00	MISCELLANEOUS/REGISTRATIONS	523.22	500.00	207.64	2,500.00	229.62	210.00
101-000-543-30-49-01	PUBLICATIONS	-	-	44.00	100.00	248.64	50.00
	Fund Expenditures Total	\$ 225,486.33	\$ 274,750.00	\$ 226,683.08	\$ 264,131.00	\$ 164,733.64	\$ 268,860.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Street - Restricted Revenues							
104-334-03-80-11	TIB GRANT - BARKER ST	\$ -	\$ -	\$ -	\$ 639,000.00	\$ 28,008.00	
104-334-03-80-12	TIB GRANT - LEFEVRE RESTRIPING	-	-	-	-	7,240.40	630,000.00
104-334-03-80-13	TIB GRANT - MAINTENANCE PROJ.	-	-	-	-	9,300.52	665,000.00
LEGISLATIVE APPROP.	STORMWATER MITIGATION PROJ.	-	-	-	-	-	50,000.00
104-361-11-00-00	INVESTMENT INTEREST	11.74	20.00	232.29	-	(143.01)	
104-397-00-00-01	T/I GENERAL FUND (001)	-	-	-	-	-	20,000.00
104-397-00-03-01	T/I CAPITAL IMPROVEMENTS (301)					95,000.00	110,000.00
	Restricted Revenues Total	\$ -	\$ -	\$ -	\$ 639,000.00	\$ 139,405.91	\$ 1,475,000.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Street - Restricted Expenditures							
104-000-543-30-49-01	PUBLICATIONS - PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ 433.90	\$ 500.00
104-000-595-10-60-01	CAPITAL - ENGINEERING	-	-	-	41,000.00	56,260.00	75,000.00
104-000-595-30-60-01	CAPITAL - ROADWAYS	-	-	-	94,000.00	3,890.00	700,000.00
104-000-595-61-60-01	CAPITAL - SIDEWALKS	-	-	-	600,000.00	11,024.93	700,000.00
104-000-594-30-64-00	CAPITAL EQUIPMENT	-	-	-	-	-	20,000.00
104-000-595-40-60-00	CAPITAL - DRAINAGE	-	-	-	-	-	50,000.00
	Restricted Expenditures Total	\$ -	\$ -	\$ -	\$ 735,000.00	\$ 71,608.83	\$ 1,545,500.00

Leave & Severance Fund Resources
Special Revenue Fund 105

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 183,024	\$ 182,270	\$ 184,000	\$ 65,000	-183%
Leave Buyback	-	13,070	12,500	13,500	7%
Interest & Other Earnings	270	2,196	300	2,000	0%
Leave & Sev. Total Resources	\$ 183,295	\$ 197,536	\$ 196,800	\$ 80,500	-144%

Leave & Severance Fund Uses
Special Revenue Fund 105

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Leave Payouts	\$ -	\$ -	\$ 35,000	\$ 50,000	30%
Severance Payments	-	-	20,000.00	-	0%
Leave & Sev. Total Uses	\$ -	\$ -	\$ 55,000	\$ 50,000	-10%

Notes

Revenue

The City expenses leave buyback funds equivalent to 1.25% of gross payroll each month and deposits these funds into the Leave & Severance fund

Leave Payouts

Unanticipated Leave payouts of up to \$50,000 are budgeted for.

**3 Year Budget Comparison
Leave & Severance Fund 105**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 183,024.34	\$ -	\$ 182,269.96	\$ 97,535.52	\$ 64,997.84	\$ 65,000.00
Revenues		270.35	500.00	15,265.56	12,800.00	13,006.26	15,500.00
Expenditures		-	100,000.00	100,000.00	55,000.00	48,940.13	50,000.00
Ending Balance		\$ 183,294.69	\$ (99,500.00)	\$ 97,535.52	\$ 55,335.52	\$ 29,063.97	\$ 30,500.00
Total Gain (Loss)		\$ 270.35	\$ (99,500.00)	\$ (84,734.44)	\$ (42,200.00)	\$ (35,933.87)	\$ (34,500.00)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Leave & Severance Revenues							
105-341-96-01-00	LEAVE BUYBACK	\$ -	\$ -	\$ 13,069.59	\$ 12,500.00	\$ 11,043.65	\$ 13,500.00
105-361-11-00-00	INVESTMENT INTEREST	270.35	500.00	2,195.97	300.00	1,962.61	2,000.00
	Fund Revenues Total	\$ 270.35	\$ 500.00	\$ 15,265.56	\$ 12,800.00	\$ 13,006.26	\$ 15,500.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Leave & Severance Expenditures							
	LEAVE PAYOUTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
105-000-535-00-10-00	WASTEWATER - LEAVE PAYOUT	-	-	-	20,000.00	13,070.69	-
105-000-597-20-00-01	T/O LEAVE & SEVERANCE (105 TO 001)	-	50,000.00	50,000.00	-	-	-
105-000-597-21-90-00	T/O WATER/SEWER (401)	-	50,000.00	50,000.00	-	-	-
105-130-513-10-10-00	SEVERANCE - EXECUTIVE	-	-	-	35,000.00	35,869.44	-
	Fund Expenditures Total	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 55,000.00	\$ 48,940.13	\$ 50,000.00

Contingency Fund Resources
Special Revenue Fund 106

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 36,345	\$ 36,573	\$ 36,600	\$ 25,000	-46%
Interest & Other Earnings	26	456	300	-	
Contingency Total Resources	\$ 36,371	\$ 37,029	\$ 36,900	\$ 25,000	-48%

Contingency Fund Uses
Special Revenue Fund 106

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Transfers Out					
Contingency Total Uses	\$ -	\$ -	\$ -	\$ -	0%

Notes

Beginning Balances

The Contingency Fund absorbed managerial funds Finance CIP (004), City Hall (CIP), Bldg/Code Reserve (007), Parks CIP (008) and Library CIP (072)

Transfers Out

Considering the nature of the contingency fund, the entire resources of the fund are budgeted to be spent on unforeseen expenditures.

3 Year Budget Comparison
Contingency Fund 106

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 36,345.24		\$ 36,572.89	\$ 28,349.21	\$ (116,843.75)	\$ 25,000.00
Revenues		25.55	100.00	455.76	300.00	171,759.03	-
Expenditures		-	-	-	-	146,222.25	-
Ending Balance		\$ 36,370.79	\$ 100.00	\$ 37,028.65	\$ 28,649.21	\$ (91,306.97)	\$ 25,000.00
Total Gain (Loss)		\$ 25.55	\$ 100.00	\$ 455.76	\$ 300.00	\$ 25,536.78	\$ -

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Contingency Revenues							
106-361-11-00-00	INVESTMENT INTEREST	\$ 25.55	\$ 100.00	\$ 455.76	\$ 300.00	\$ 759.03	\$ -
106-397-00-00-01	T/I GENERAL FUND (001)	-	-	-	-	171,000.00	-
	Fund Revenues Total	\$ 25.55	\$ 100.00	\$ 455.76	\$ 300.00	\$ 171,759.03	\$ -

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Contingency Expenditures							
106-000-522-10-11-00	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ 7,606.64	\$ -
106-000-522-10-30-00	SUPPLIES	-	-	-	-	170.82	-
106-000-522-10-40-00	PROFESSIONAL SERVICES	-	-	-	-	125,367.30	-
106-000-522-10-42-02	PHONE	-	-	-	-	395.34	-
106-000-522-10-48-00	UTILITY WRITE OFF	-	-	-	-	12,682.15	-
	Fund Expenditures Total	\$ -	\$ -	\$ -	\$ -	\$ 146,222.25	\$ -

American Rescue Plan Act Fund Resources Managerial Fund 107				
Account Descriptions	2022 Actual	2023 Adopted	2023 Current, Q3	2024 Proposed
Beginning Balances	\$ -	\$ -	\$ -	\$ 554,007
Federal Indirect Grant	-	858,422	858,422	-
Investment Interest	-	-	14,546	5,000
ARPA Fund Total	\$ -	\$ 858,422	\$ 872,968	\$ 559,007

American Rescue Plan Act Fund Uses ARPA Fund 107				
Projects	2022 Actual	2023 Adopted	2023 Current, Q3	2024 Proposed
Public Works Equipment	\$ -	\$ 159,222	\$ 259,544	\$ 25,000
Aerators	-	165,524	-	30,104
Broadband	-	107,500	-	-
WWTP Capital Reserves	-	-	-	59,115
Civic Non-Profits	-	94,935	32,467	-
Expanded Parks & Trails	-	10,000	21,624	105,000
Downtown Beautification	-	10,000	-	106,000
Auditorium Remodel	-	-	-	106,000
City Technology & Training	-	75,878	5,327	100,000
Executive Total	\$ -	\$ 623,059	\$ 318,962	\$ 531,219

In 2021, the City of Medical Lake was awarded \$1,386,248 in grant funds for the American Rescue Plan Act. The intent of these funds was to replace lost revenue during the pandemic, allowing for the use of funds on any general government purpose, in addition to water, sewer and broadband infrastructure. During 2022, the City allocated all remaining ARPA funds to the projects/categories above.

Notes

The totals of the adopted budget for 2022 and 2023 proposed budget exceed the total resources because there is an assumption that not all 2022 budgeted expenditures will occur in 2022, thus funds will be carried forward

**3 Year Budget Comparison
ARPA Fund 107**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 554,006.63
Revenues		-	-	-	858,422.00	872,968.49	5,000.00
Expenditures		-	-	-	750,000.00	318,961.86	531,218.59
Ending Balance		\$ -	\$ -	\$ -	\$ 108,422.00	\$ 554,006.63	\$ 27,788.04
Total Gain (Loss)		\$ -	\$ -	\$ -	\$ 108,422.00	\$ 554,006.63	\$ (526,218.59)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Revenues							
107-361-11-00-00	INVESTMENT INTEREST	\$ -	\$ -	\$ -	\$ -	\$ 14,546.44	\$ 5,000.00
107-397-00-90-00	CORONAVIRUS LOCAL FISCAL RCVRY-FEDS	-	-	-	858,422.00	858,422.05	-
	Fund Revenues Total	\$ -	\$ -	\$ -	\$ 858,422.00	\$ 872,968.49	\$ 5,000.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Expenditures							
107-400-582-30-41-01	BENEFICIARY GRANT	\$ -	\$ -	\$ -	\$ -	\$ 32,467.08	\$ -
107-400-594-11-60-01	LEGISLATIVE-CAPITAL EQUIPMENT	-	-	-	-	5,326.80	-
107-400-594-18-60-01	CENTRAL SVCS - CAPITAL EQUIPMENT	-	-	-	-	-	312,000.00
107-400-594-48-60-01	PUBLIC WORKS-CAPITAL EQUIPMENT	-	-	-	750,000.00	259,544.01	25,000.00
107-740-571-10-31-04	MINOR EQUIPMENT-P&R	-	-	-	-	14,319.97	-
107-740-594-75-65-00	CAPITAL EQUIPMENT - P&R	-	-	-	-	7,304.00	105,000.00
107-310-554-90-40-00	AERATORS - PROFESSIONAL SVCS	-	-	-	-	-	30,103.59
	WWTP Capital Equipment	-	-	-	-	-	59,115.00
	Fund Expenditures Total	\$ -	\$ -	\$ -	\$ 750,000.00	\$ 318,961.86	\$ 531,218.59

Public Safety Fund Resources
Special Revenue Fund 110

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ 70,000	100%
Public Safety Tax	69,423	71,132	72,704	72,000	-1%
Local Criminal Justice	122,771	125,071	120,000	125,000	4%
Criminal Justice - Population	1,639	1,674	-	1,700	100%
CJ - Contracted Services	-	-	-	9,000	100%
Fireworks Permits	200	200	1,742	200	-771%
Liquor Board Profits	-	-	7,490	7,500	0%
Policing Services Reimbursement	19,000	20,674	19,000	336,000	94%
Transfer In	-	-	980,000	150,000	-553%
Public Safety Total Resources	\$ 213,033	\$ 218,750	\$ 1,200,936	\$ 771,400	-56%

Public Safety Fund Departments - Expenditures
Special Revenue Fund 110

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Law Enforcement	\$ 614,684	\$ 1,078,724	\$ 1,116,500	\$ 667,601	-67%
Other Environmental Preservation	6,213	14,598	19,173	18,300	-5%
Animal Control	19,449	20,032	20,000	20,040	0%
Public Safety Total Uses	\$ 640,345	\$ 1,113,354	\$ 1,155,673	\$ 705,941	-64%

Notes

Revenue	Law Enforcement Services revenues includes contractual distributions from the Department of Social and Health Services for the shared use of law enforcement services
Law Enforcement	Includes police services contract with the Spokane County Sheriff's Office and phone line for SCOPE office.
Criminal Justice	Includes contracted services for prisoner detention
Other Environmental Pres.	Includes aerator annual maintenance contract and Spokane Regional Clean Air Agency annual registration program fees
Animal Control	Includes contracted animal control services with Spokanimal

**3 Year Budget Comparison
Public Safety Fund 110**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ 493,049.92	\$ 70,000.00
Revenues		213,032.82	185,905.00	218,749.98	1,200,936.00	654,866.23	701,400.00
Expenditures	Law Enforcement	\$ 614,683.52	\$ 1,116,000.00	\$ 1,078,723.65	\$ 1,116,500.00	\$ 112,911.03	\$ 667,601.00
	Other Environmental Preservation	6,213.00	17,000.00	14,598.44	19,173.00	7,423.00	18,300.00
	Animal Control	19,448.52	17,000.00	20,031.96	20,000.00	13,755.28	20,040.00
Total Expenditures		\$ 640,345.04	\$ 1,150,000.00	\$ 1,113,354.05	\$ 1,155,673.00	\$ 134,089.31	\$ 705,941.00
Ending Balance		\$ (427,312.22)	\$ (964,095.00)	\$ (894,604.07)	\$ 45,263.00	\$ 1,013,826.84	\$ 65,459.00
Total Gain (Loss)		\$ (427,312.22)	\$ (964,095.00)	\$ (894,604.07)	\$ 45,263.00	\$ 520,776.92	\$ (4,541.00)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Public Safety Revenues							
110-313-15-00-00	PUBLIC SAFETY TAX	\$ 69,423.02	\$ 60,000.00	\$ 71,131.58	\$ 72,704.00	\$ 52,649.32	\$ 72,000.00
110-313-71-00-00	LOCAL CRIMINAL JUSTICE	122,770.62	105,000.00	125,070.83	120,000.00	92,105.39	125,000.00
110-321-30-00-00	FIREWORKS PERMITS	200.00	200.00	200.00	1,742.00	-	200.00
110-336-06-21-00	MVET-CRIM. JUSTICE PROGRAM	1,639.18	1,705.00	1,673.71	-	1,298.25	1,700.00
110-336-06-25-00	CJ - CONTRACTED SVCS	-	-	-	-	7,647.57	9,000.00
110-336-06-95-00	LIQUOR BOARD PROFITS	-	-	-	7,490.00	5,614.70	7,500.00
110-342-10-00-00	DSHS POLICE PROT.	19,000.00	19,000.00	20,673.86	19,000.00	-	25,000.00
110-342-10-00-01	DSHS POLICING REIM.	-	-	-	-	-	311,000.00
110-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	5,551.00	-
110-397-60-90-00	TRANSFERS IN (001)	-	-	-	980,000.00	490,000.00	150,000.00
	Fund Revenues Total	\$ 213,032.82	\$ 185,905.00	\$ 218,749.98	\$ 1,200,936.00	\$ 654,866.23	\$ 701,400.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Public Safety Expenditures							
Law Enforcement							

110-210-521-10-31-01	OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 126.21	\$ 150.00
110-210-521-10-41-01	CONTRACTED SVCS-SHERIFFS	599,252.00	1,100,000.00	1,064,266.00	1,100,000.00	100,000.00	600,000.00
110-210-521-10-42-02	PHONE	1,389.48	1,500.00	1,339.79	1,500.00	985.48	1,340.00
110-210-521-10-48-03	BILLING SERVICES	-	-	-	-	141.12	150.00
110-210-521-20-40-02	SPOK COUNTY EMERG MNGT SERVICE	4,480.06	4,500.00	3,457.65	5,000.00	-	50,000.00
110-210-523-20-40-00	PRISONER DETENTION-SPK/CHENEY	9,561.98	10,000.00	9,660.21	10,000.00	11,658.22	15,961.00
	Law Enforcement Total	\$ 614,683.52	\$ 1,116,000.00	\$ 1,078,723.65	\$ 1,116,500.00	\$ 112,911.03	\$ 667,601.00
Other Environmental Preservation							
110-310-531-90-32-00	FUEL	\$ -	\$ -	\$ 317.84	\$ 250.00	\$ -	\$ 320.00
110-310-553-70-40-00	COUNTY - AIR POLLUTION	6,213.00	6,500.00	4,602.66	7,423.00	7,423.00	8,300.00
110-310-554-90-41-00	PROFESSIONAL SERVICES	-	10,000.00	9,677.94	11,000.00	-	9,680.00
110-310-554-90-48-00	REPAIR & MAINTENANCE	-	500.00	-	500.00	-	-
	Environmental Preservation Total	\$ 6,213.00	\$ 17,000.00	\$ 14,598.44	\$ 19,173.00	\$ 7,423.00	\$ 18,300.00
Animal Control							
110-390-539-30-41-01	CONTRACTED SERVICE-SPOKANIMAL	\$ 19,448.52	\$ 17,000.00	\$ 20,031.96	\$ 20,000.00	\$ 13,755.28	\$ 20,040.00
	Animal Control Total	\$ 19,448.52	\$ 17,000.00	\$ 20,031.96	\$ 20,000.00	\$ 13,755.28	\$ 20,040.00
	Fund Total	\$ 640,345.04	\$ 1,150,000.00	\$ 1,113,354.05	\$ 1,155,673.00	\$ 134,089.31	\$ 705,941.00

Criminal Justice Fund Resources
Special Revenue Fund 111

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ 21,000	100%
Criminal Justice - Special Prog.	5,837	5,935	6,147	6,147	0%
DUI - Cities	816	558	700	500	-40%
Interest & Other Earnings	-	-	-	-	
Criminal Just. Total Resources	\$ 6,653	\$ 6,492	\$ 6,847	\$ 27,647	75%

Criminal Justice Fund Uses
Special Revenue Fund 111

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Intergovernmental Remittance	\$ -	\$ -	\$ -	\$ -	
Criminal Just. Total Uses	\$ -	\$ -	\$ -	\$ -	0%

Notes

Revenue

Special Programs revenues must be used for innovative law enforcement strategies or programs related to helping at-risk children or child abuse victims.

Intergovernmental Remittance

With no current programs with allowable uses of Special Programs funding, the City is considering remitting funds to Spokane County.

**3 Year Budget Comparison
Criminal Justice Fund 111**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ 20,750.26	\$ 21,000.00
Revenues		6,652.69	6,739.00	6,492.29	6,847.00	4,759.06	6,647.00
Expenditures		-	-	-	-	-	-
Ending Balance		\$ 6,652.69	\$ 6,739.00	\$ 6,492.29	\$ 6,847.00	\$ 25,509.32	\$ 27,647.00
Total Gain (Loss)		\$ 6,652.69	\$ 6,739.00	\$ 6,492.29	\$ 6,847.00	\$ 4,759.06	\$ 6,647.00

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Criminal Justice Revenues							
111-336-06-26-00	MVET-CRIM JUSTICE-SPEC PRO	\$ 5,836.85	\$ 6,039.00	\$ 5,934.58	\$ 6,147.00	\$ 4,585.69	\$ 6,147.00
111-336-06-51-00	DUI - CITIES	815.84	700.00	557.71	700.00	173.37	500.00
111-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	32.83	-
	Fund Revenues Total	\$ 6,652.69	\$ 6,739.00	\$ 6,492.29	\$ 6,847.00	\$ 4,759.06	\$ 6,647.00
		2020 Activity	2021 Budget	2021 Activity	2022 Budget	2022 Activity	2023 Budget
Criminal Justice Expenditures							
	INTERGOVERNMENTAL TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Fund Expenditures Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Parks & Recreation Fund Resources
Special Revenue Fund 112

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ 56,000	
Concessions	358	176	150	-	0%
Special Event Activity Fees	-	-	400	500	
Recreation Facility Use	-	52	100	2,500	96%
Youth Sports Registration	5,998	13,042	7,500	12,000	38%
Adult Sports Registration	-	-	-	1,000	100%
After School Fees	-	-	-	9,000	100%
Summer Camp Fees	-	-	-	16,000	100%
Parking - Waterfront Park	460	1,360	500	1,000	50%
Facility Rentals	310	6,665	2,000	4,000	23%
Facility Rentals - Deposits	-	-	2,000	2,000	0%
Interest & Other Earnings	-	-	-	-	0%
Transfer In	-	-	367,000	475,000	0%
Parks & Rec. Total Resources	\$ 7,126	\$ 21,295	\$ 379,650	\$ 579,000	34%

Parks & Recreation Fund Departments - Expenditures
Special Revenue Fund 112

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
<u>Recreation</u>					
Salaries & Wages	\$ 64,306	\$ 63,470	\$ 137,502	\$ 189,402	27%
Benefits	23,093	29,698	50,200	65,000	23%
Supplies	-	-	2,000	5,000	60%
Services & Charges	8,033	15,677	15,224	32,540	53%
Capital Outlay	-	-	17,000	33,000	48%
Dept. total	95,431	108,845	221,926	324,942	32%
<u>Parks Facilities</u>					
Salaries & Wages	\$ 79,518	\$ 72,177	\$ 83,441	\$ 88,270	5%
Benefits	33,725	32,944	28,211	32,160	12%
Supplies	15,019	20,122	21,600	43,610	50%
Services & Charges	35,219	34,235	35,607	47,966	26%
Capital Outlay	44,160	25,130	-	-	0%
Dept. total	\$ 207,641	\$ 184,608	\$ 168,859	\$ 212,006	20%
Parks & Rec. Total Uses	\$ 303,073	\$ 293,453	\$ 390,785	\$ 536,948	52%

Notes

Recreation: Salaries & Wages

Parks & Recreation Director began in May of 2023, City hired Part-time Recreation Assistants for running recreation programs, requesting full-time Recreation Coordinator in lieu of partial Administrative Clerk

**3 Year Budget Comparison
Parks & Recreation Fund 112**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ 68,211.24	\$ 56,000.23
Revenues		7,125.57	9,200.00	21,294.94	410,250.00	221,844.99	523,000.00
Expenditures	Parks & Rec	\$ 95,431.36	\$ 127,300.00	\$ 108,845.20	\$ 221,926.40	\$ 133,974.82	\$ 324,942.00
	Parks Facilities	208,588.66	167,200.00	184,607.80	180,858.65	133,515.04	212,006.00
Total Expenditures		\$ 304,020.02	\$ 294,500.00	\$ 293,453.00	\$ 402,785.05	\$ 267,489.86	\$ 536,948.00
Ending Balance		\$ (296,894.45)	\$ (285,300.00)	\$ (272,158.06)	\$ 7,464.95	\$ 22,566.37	\$ 42,052.23
Total Gain (Loss)		\$ (296,894.45)	\$ (285,300.00)	\$ (272,158.06)	\$ 7,464.95	\$ (45,644.87)	\$ (13,948.00)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Parks & Rec Revenues							
112-321-80-00-00	CONCESSIONS	\$ 358.00	\$ -	\$ 175.50	\$ 150.00	\$ -	\$ -
001-347-30-00-00	SPECIAL EVENT ACTIVITY FEES	-	-	-	-	400.00	500.00
112-347-30-00-01	RECREATION FACILITY USE	-	-	52.00	100.00	2,576.42	2,500.00
112-347-60-00-00	YOUTH SPORTS REGISTRATION	5,997.57	5,000.00	13,042.44	7,500.00	10,160.64	12,000.00
112-347-60-00-01	ADULT SPORTS REGISTRATION	-	-	-	-	800.00	1,000.00
112-347-60-00-02	AFTER SCHOOL FEES	-	-	-	9,000.00	528.56	9,000.00
112-347-60-00-03	SUMMER CAMP FEES	-	-	-	22,000.00	800.00	16,000.00
112-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	547.81	-
112-362-00-00-02	PARKING-WATERFRONT PARK	460.00	200.00	1,360.00	500.00	1,780.00	1,000.00
112-362-00-00-03	FACILITY RENTALS	310.00	4,000.00	6,665.00	2,000.00	7,060.37	4,000.00
112-382-10-00-00	FACILITY RENTAL-DEPOSIT	-	-	-	2,000.00	5,105.00	2,000.00
112-397-60-90-00	T/I GENERAL FUND (001)	-	-	-	367,000.00	192,000.00	475,000.00
112-398-10-00-00	INSURANCE RECOVERIES - NON-CA	-	-	-	-	86.19	-
	Fund Revenues Total	\$ 7,125.57	\$ 9,200.00	\$ 21,294.94	\$ 410,250.00	\$ 221,844.99	\$ 523,000.00

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Parks & Rec Expenditures							
Parks & Rec							
112-740-571-10-10-03	SALARIES & WAGES - REC ASSISTANT	\$ 945.00	\$ 12,000.00	\$ 4,679.50	\$ 35,500.00	\$ 7,880.35	\$ 35,000.00
112-740-571-10-10-04	SALARIES & WAGES - ADMIN CLERK	13,175.28	13,600.00	6,655.23	27,000.00	11,709.88	-
112-740-571-10-10-05	RECREATION COORDINATOR	46,144.80	47,500.00	47,158.72	-	27,578.86	64,752.00
112-740-571-10-10-06	SALARIES & WAGES - DIRECTOR	-	-	-	65,400.00	33,833.86	80,400.00
112-740-571-10-11-00	OVERTIME - ADMINISTRATIVE CLERK	-	-	403.07	300.00	3,550.28	-
112-740-571-10-20-01	SOCIAL SECURITY & MEDICARE	4,040.42	5,000.00	4,573.80	7,267.50	795.66	8,500.00
112-740-571-10-20-02	LABOR & INDUSTRIES	263.57	500.00	354.38	2,034.90	4,091.52	750.00
112-740-571-10-20-03	RETIREMENT	7,088.39	9,000.00	6,692.48	13,000.00	10,699.01	11,080.00
112-740-571-10-20-04	MEDICAL/LIFE/DEFERRED COMP	10,995.82	14,000.00	12,200.47	28,000.00	582.65	27,600.00
112-740-571-10-20-05	DISABILITY/SICK LV BUYBACK	1,077.68	1,200.00	1,130.45	1,200.00	346.07	1,200.00
112-740-571-10-31-01	OFFICE SUPPLIES	41.46	500.00	111.95	500.00	10,222.23	120.00
112-740-571-10-31-02	OPERATING SUPPLIES	3,625.74	10,000.00	9,208.14	7,500.00	3,316.70	25,000.00
112-740-571-10-31-04	MINOR EQUIPMENT	-	-	-	-	1,993.43	1,000.00
112-740-571-10-35-00	SMALL TOOLS & EQUIPMENT	-	200.00	-	2,000.00	1,515.25	2,000.00
112-740-571-10-41-00	INSTRUCTORS/UMPIRES/REFEREES	-	1,000.00	-	-	3,126.37	2,000.00
112-740-571-10-41-01	PROFESSIONAL SERVICES	2,031.64	4,500.00	3,686.03	4,000.00	-	10,000.00
112-740-571-10-42-01	POSTAGE	-	100.00	1.06	100.00	73.87	10.00
112-740-571-10-42-02	PHONE	418.77	400.00	375.70	400.00	-	380.00
112-740-571-10-43-02	MEALS & LODGING	-	300.00	-	150.00	175.00	-
112-740-571-10-44-00	ADVERTISING				-	2,506.10	-
112-740-571-10-45-00	RENTALS	156.79	1,000.00	3,922.07	2,500.00	6,674.00	3,930.00
112-740-571-10-46-00	INSURANCE	4,669.00	5,100.00	6,150.00	6,674.00	-	14,020.00
112-740-571-10-49-00	MISCELLANEOUS	757.00	500.00	-	500.00	291.52	500.00
112-740-571-10-49-02	REGISTRATIONS FEES	-	700.00	266.75	700.00	342.21	200.00
112-740-571-10-49-03	SUBSCRIPTIONS				-	750.00	3,500.00
112-740-571-10-49-04	PARK & REC REFUND	-	200.00	1,275.40	200.00	1,920.00	-
112-740-594-74-60-00	RECREATION - CAPITAL OUTLAY				17,000.00	-	33,000.00
	Parks & Rec Total	\$ 95,431.36	\$ 127,300.00	\$ 108,845.20	\$ 221,926.40	\$ 133,974.82	\$ 324,942.00
Parks Facilities							
112-760-576-80-10-02	SALARIES & WAGES - MAINTENANCE	\$ 53,473.69	\$ 28,700.00	\$ 54,648.32	\$ 43,447.00	\$ 33,355.33	\$ 45,140.00
112-760-576-80-10-03	SALARIES & WAGES - PARK MAINTENANCE	23,258.91	28,000.00	14,837.56	38,244.00	15,596.78	41,130.00

112-760-576-80-11-00	OVERTIME - PARKS MAINTENANCE	2,785.10	2,000.00	2,690.78	1,750.00	-	2,000.00
112-760-576-80-20-01	SOCIAL SECURITY & MEDICARE	5,952.40	5,000.00	5,372.29	6,126.83	3,696.20	6,480.00
112-760-576-80-20-02	LABOR & INDUSTRIES	2,026.42	1,500.00	1,534.91	1,633.82	1,349.22	1,700.00
112-760-576-80-20-03	RETIREMENT	6,520.95	5,000.00	5,898.24	5,600.00	3,742.89	5,280.00
112-760-576-80-20-04	MEDICAL/LIFE/DEFERRED COMP	18,061.87	5,000.00	18,945.62	13,750.00	11,040.05	17,500.00
112-760-576-80-20-05	DISABILITY/SICK LV BUYBACK	1,163.49	1,000.00	1,192.76	1,100.00	575.51	1,200.00
112-760-576-80-30-00	INTERGOVERNMENTAL SERVICES	6,223.92	10,000.00	7,043.39	10,000.00	4,571.71	10,000.00
112-760-576-80-31-01	OFFICE SUPPLIES	-	100.00	-	100.00	-	100.00
112-760-576-80-31-02	OPERATING SUPPLIES	5,901.96	5,500.00	8,125.95	6,000.00	11,031.48	8,130.00
112-760-576-80-32-00	FUEL	2,207.50	3,500.00	3,574.91	3,500.00	3,984.61	4,000.00
112-760-576-80-31-04	MINOR EQUIPMENT	-	-	-	-	-	20,000.00
112-760-576-80-35-00	SMALL TOOLS & EQUIPMENT	685.88	1,000.00	1,377.79	2,000.00	123.23	1,380.00
112-760-576-80-41-00	PROFESSIONAL SERVICES	5,673.60	5,000.00	2,088.91	5,000.00	3,357.56	2,090.00
112-760-576-80-42-02	PHONE	751.33	700.00	842.64	700.00	537.74	850.00
112-760-576-80-45-00	RENTALS	1,657.32	4,000.00	4,843.05	4,000.00	393.92	4,850.00
112-760-576-80-46-00	INSURANCE	4,968.00	5,500.00	6,400.00	15,707.00	15,781.00	17,086.00
112-760-576-80-47-00	UTILITIES	10,265.98	10,000.00	12,163.80	-	8,916.87	12,170.00
112-760-576-80-48-00	REPAIR & MAINTENANCE	11,742.19	5,500.00	7,719.74	10,000.00	60.94	7,720.00
112-760-576-80-49-00	MISCELLANEOUS	160.24	200.00	177.11	200.00	111.65	1,000.00
112-760-576-80-49-01	DUES & MEMBERSHIPS	-	-	-	-	180.00	200.00
112-760-582-10-00-01	DEPOSIT REFUND - FACILITY RENTAL	947.44	-	-	2,000.00	4,520.00	2,000.00
112-760-591-76-61-00	LAND LEASE - WFP	-	-	-	10,000.00	-	-
112-760-594-76-60-00	PARKS - CAPITAL OUTLAY	44,160.47	40,000.00	25,130.03	-	10,588.35	-
	Park Facilities Total	\$ 208,588.66	\$ 167,200.00	\$ 184,607.80	\$ 180,858.65	\$ 133,515.04	\$ 212,006.00
	Fund Expenditures Total	\$ 304,020.02	\$ 294,500.00	\$ 293,453.00	\$ 402,785.05	\$ 267,489.86	\$ 536,948.00

Emergency Response Fund Resources
Special Revenue Fund 113

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ -	100%
Gas B & O Tax	-	-	-	75,000	100%
State Reimbursement	-	-	-	-	0%
Federal Reimbursement	-	-	-	-	0%
Interest & Other Earnings	-	-	-	-	0%
Emergency Total Resources	\$ -	\$ -	\$ -	\$ 75,000	100%

Emergency Response Fund Uses
Special Revenue Fund 113

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Emergency Response	\$ -	\$ -	\$ -	\$ -	
Emergency Total Uses	\$ -	\$ -	\$ -	\$ -	0%

Notes

Revenue

Gas B & O tax designated as a funding source for the Emergency Response Fund, effective 2024.

Emergency Response

Funds to be available in the event of an emergency and may only be used along with an emergency declaration

**3 Year Budget Comparison
Emergency Response Fund 113**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues		-	-	-	-	-	75,000.00
Expenditures		-	-	-	-	-	-
Ending Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
Total Gain (Loss)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Emergency Response Revenues							
113-316-43-00-00	GAS B & O TAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
	STATE REIMBURSEMENT	-	-	-	-	-	-
	FEDERAL REIMBURSEMENT	-	-	-	-	-	-
	INVESTMENT INTEREST	-	-	-	-	-	-
	Fund Revenues Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
		2020 Activity	2021 Budget	2021 Activity	2022 Budget	2022 Activity	2023 Budget
Emergency Response Expenditures							
113-000-522-10-40-00	EMERGENCY RESPONSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Fund Expenditures Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City Beautification Fund Resources
Special Revenue Fund 125

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ -	
Business License	6,543	5,943	6,500	5,243	-24%
Interest & Other Earnings	-	-	-	-	0%
City Beaut. Total Resources	\$ 6,543	\$ 5,943	\$ 6,500	\$ 5,243	-24%

City Beautification Fund Uses
Special Revenue Fund 125

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Services & Charges	\$ -	\$ -	\$ 4,000	\$ 6,500	38%
City Beaut. Total Uses	\$ -	\$ -	\$ 4,000	\$ 6,500	38%

Notes

Revenue

Includes all business license revenues

City Beautification

Includes costs related to beautification projects that are aimed at updating or enhancing the visual aspects of the City's downtown and urban areas.

**3 Year Budget Comparison
City Beautification Fund 125**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500.00
Revenues		6,542.50	4,000.00	5,942.50	6,500.00	5,242.50	5,950.00
Expenditures		-	-	-	4,000.00	-	6,500.00
Ending Balance		\$ 6,542.50	\$ 4,000.00	\$ 5,942.50	\$ 2,500.00	\$ 5,242.50	\$ 4,950.00
Total Gain (Loss)		\$ 6,542.50	\$ 4,000.00	\$ 5,942.50	\$ 2,500.00	\$ 5,242.50	\$ (550.00)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
City Beautification Revenues							
125-321-99-00-00	BUSINESS LICENSE	\$ 6,542.50	\$ 4,000.00	\$ 5,942.50	\$ 6,500.00	\$ 5,242.50	\$ 5,950.00
125-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	-	100.00
	Fund Revenues Total	\$ 6,542.50	\$ 4,000.00	\$ 5,942.50	\$ 6,500.00	\$ 5,242.50	\$ 5,950.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
City Beautification Expenditures							
125-000-594-48-64-01	IMPROVEMENTS	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 6,500.00
	Fund Expenditures Total	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 6,500.00

City Beautification Fund Resources
Tourism Fund 126

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ -	
Cable B & O Tax	-	-	-	6,700	100%
Interest & Other Earnings	-	-	-	-	
City Beaut. Total Resources	\$ -	\$ -	\$ -	\$ 6,700	100%

City Beautification Fund Uses
Tourism Fund 126

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ -	\$ -	\$ -	2,500	100%
Supplies	-	-	-	500	100%
Services & Charges	-	-	-	3,500	100%
City Beaut. Total Uses	\$ -	\$ -	\$ -	\$ 6,500	100%

Notes

Revenue

2024 Designate Cable B & O Tax revenues for Tourism Fund

Tourism & Events

Fund supports expenditures related to community events and the attraction of tourism to the City

**3 Year Budget Comparison
Tourism Fund 126**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues		6,533.01	8,000.00	6,630.96	6,750.00	1,579.51	6,700.00
Expenditures		-	-	-	-	2,669.25	6,500.00
Ending Balance		\$ 6,533.01	\$ 8,000.00	\$ 6,630.96	\$ 6,750.00	\$ (1,089.74)	\$ 200.00
Total Gain (Loss)		\$ 6,533.01	\$ 8,000.00	\$ 6,630.96	\$ 6,750.00	\$ (1,089.74)	\$ 200.00

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Tourism Revenues							
126-316-46-00-00	CABLE B&O TAX	\$ 6,533.01	\$ 8,000.00	\$ 6,630.96	\$ 6,750.00	\$ 1,579.51	\$ 6,700.00
126-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	-	-
126-397-00-00-01	T/I GENERAL FUND (001)	-	-	-	-	-	-
	Fund Revenues Total	\$ 6,533.01	\$ 8,000.00	\$ 6,630.96	\$ 6,750.00	\$ 1,579.51	\$ 6,700.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Tourism Expenditures							
Community Events							
126-730-573-90-11-01	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ 1,027.04	\$ 2,500.00
126-730-573-90-31-02	OPERATING SUPPLIES	-	-	-	-	239.58	500.00
126-730-573-90-41-00	PROFESSIONAL SERVICES	-	-	-	-	-	500.00
126-000-573-90-45-00	RENTALS	-	-	-	-	1,402.63	3,000.00
126-000-594-48-64-01	IMPROVEMENTS	-	-	-	-	-	-
	Fund Expenditures Total	\$ -	\$ -	\$ -	\$ -	\$ 2,669.25	\$ 6,500.00

Capital Improvements Fund Resources
Capital Projects Fund 301

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 414,923	\$ 369,499	\$ 568,395	\$ 515,000	-10%
Real Estate Excise Tax (REET)	131,375	105,512	95,000	100,000	5%
Interest & Other Earnings	346	8,675	2,000	8,680	77%
Capital Imp. Total Resources	\$ 546,644	\$ 483,686	\$ 665,395	\$ 623,680	-7%

Capital Improvements Fund Uses
Capital Projects Fund 301

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Library Projects	\$ -	\$ 244	\$ 70,000	\$ -	0%
Streets Projects	-	-	-	50,000	100%
City Hall Projects	-	-	-	204,000	100%
Transfers Out	65,000	-	95,000	110,000	14%
Capital Imp. Total Uses	\$ 65,000	\$ 244	\$ 165,000	\$ 364,000	55%

Notes

Transfers Out

Includes Transfer Out to Streets - Restricted Fund (104) for matching requirements on TIB project

Capital Projects

Includes City Hall Backup Generator & Switchgear, Auditorium Commercial Kitchen Remodel, and Interstate 90 Wayfinding "Loop" Signage capital projects

**3 Year Budget Comparison
Capital Improvement Fund 301**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 414,922.66		\$ 369,498.91	\$ 568,394.75	\$ 436,220.61	\$ 515,000.00
Revenues		131,721.70	81,000.00	114,187.14	97,000.00	66,378.37	108,680.00
Expenditures		65,000.00	26,000.00	244.00	165,000.00	97,776.95	364,000.00
Ending Balance		\$ 481,644.36	\$ 55,000.00	\$ 483,442.05	\$ 500,394.75	\$ 404,822.03	\$ 259,680.00
Total Gain (Loss)		\$ 66,721.70	\$ 55,000.00	\$ 113,943.14	\$ (68,000.00)	\$ (31,398.58)	\$ (255,320.00)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Capital Improvements Revenues							
301-318-34-00-00	REET TAX	\$ 131,375.47	\$ 80,000.00	\$ 105,512.25	\$ 95,000.00	\$ 50,469.14	\$ 100,000.00
301-361-11-00-00	INVESTMENT INTEREST	346.23	1,000.00	8,674.89	2,000.00	15,909.23	8,680.00
	Fund Revenues Total	\$ 131,721.70	\$ 81,000.00	\$ 114,187.14	\$ 97,000.00	\$ 66,378.37	\$ 108,680.00
		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Capital Improvements Expenditures							
301-720-594-72-64-01	CAPITAL IMPROVEMENTS-LIBRARY	\$ -	\$ -	\$ 244.00	\$ 70,000.00	\$ 2,776.95	\$ -
	CITY HALL PROJECTS	-	-	-	-	-	204,000.00
	STREETS PROJECTS	-	-	-	-	-	50,000.00
301-000-597-00-90-60	Transfers Out (301 to 001)	40,000.00	-	-	-	-	-
301-000-597-43-90-41	T/O - STREET - RESTRICTED (104)	25,000.00	26,000.00	-	95,000.00	95,000.00	110,000.00
	Fund Expenditures Total	\$ 65,000.00	\$ 26,000.00	\$ 244.00	\$ 165,000.00	\$ 97,776.95	\$ 364,000.00

Parks Capital Improvements Fund Resources
Capital Projects Fund 302

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	%
					Change
Beginning Balances	\$ -	\$ -	\$ -	\$ 45,000	100%
Impact Fees	-	-	-	-	0%
Interest & Other Earnings	-	-	-	500	100%
Transfers In	-	-	45,000	250,000	82%
Capital Imp. Total Resources	\$ -	\$ -	\$ 45,000	\$ 295,500	85%

Capital Improvements Fund Uses
Capital Projects Fund 301

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	%
					Change
Parks Projects	\$ -	\$ -	\$ -	\$ 295,000	100%
Capital Imp. Total Uses	\$ -	\$ -	\$ -	\$ 295,000	100%

Notes

Parks Projects

Includes replacing old mower, Coney Island Dock, Waterfront park benches and permanent stage capital projects.

**3 Year Budget Comparison
Parks Capital Improvement Fund 302**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00
Revenues		-	-	-	45,000.00	45,000.00	250,500.00
Expenditures		-	-	-	-	-	295,000.00
Ending Balance		\$ -	\$ -	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 500.00
Total Gain (Loss)		\$ -	\$ -	\$ -	\$ 45,000.00	\$ 45,000.00	\$ (44,500.00)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Capital Improvements Revenues							
302-345-85-76-00	PARK - IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
302-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	-	500.00
302-397-00-00-01	T/I GENERAL FUND (001)	-	-	-	-	-	250,000.00
302-397-00-01-00	T/I IMPACT (100)	-	-	-	45,000.00	45,000.00	-
	Fund Revenues Total	\$ -	\$ -	\$ -	\$ 45,000.00	\$ 45,000.00	\$ 250,500.00
Capital Improvements Expenditures							
302-760-576-76-41-01	CAPITAL-ENGINEERING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
302-760-594-76-60-01	CAPITAL OUTLAY	-	-	-	-	-	275,000.00
302-760-594-76-65-01	CAPITAL-EQUIPMENT	-	-	-	-	-	20,000.00
	Fund Expenditures Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 295,000.00

Water Operations and Maintenance Fund Resources
Proprietary Fund 401

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 871,751	\$ 863,431	\$ 1,077,599	\$ 542,265	
Delinquent Fees	1,150	29,980	12,000	10,000	-20%
Facilities Rental - Reservoir	114,444	111,770	125,000	112,000	-12%
Water Sales	690,217	664,233	700,000	728,000	4%
Interest & Other Earnings	782	16,235	1,500	2,000	25%
Water Fund Total Resources	\$ 1,678,343	\$ 1,685,648	\$ 1,916,099	\$ 1,394,265	-37%

Water Operations and Maintenance Fund Uses
Proprietary Fund 401

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ 156,662	\$ 152,958	\$ 243,000	\$ 215,882	-13%
Benefits	80,467	80,260	137,555	121,000	-14%
Supplies	132,431	188,258	150,500	198,790	24%
Services & Charges	156,042	143,557	196,776	183,297	-7%
Transfers Out	-	-	-	125,000	100%
Water Fund Total Uses	\$ 525,602	\$ 565,033	\$ 727,831	\$ 843,969	14%

Notes

Revenue

Includes revenues from sale of water, late fees and lease charges for the rental of space on the City's reservoir to telecommunications companies.

Salaries & Wages

7.5% Salary Adjustment, 3.5% Step.

Water Restricted Fund Resources
Proprietary Managerial Fund 402

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 19	\$ 19	\$ 20	\$ 356,000	100%
Water Tap Fees	5,086	650	-	-	0%
Interest & Other Earnings	-	-	-	-	0%
Transfers In	-	-	75,000	125,000	0%
Water Res. Total Resources	\$ 5,105	\$ 669	\$ 75,020	\$ 481,000	84%

Water Restricted Fund Uses
Proprietary Managerial Fund 402

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Improvements	\$ -	\$ -	\$ -	\$ 500,000	100%
Capital Repair & Maintenance	-	-	-	40,000	100%
Equipment	-	-	-	210,000	100%
Water Res. Total Uses	\$ -	\$ -	\$ -	\$ 750,000	100%

Notes

Capital Purchases

Includes Reservoir repair, water testing kit, line/utility locator, water testing (PFAS/PFOA)

Capital Projects

Includes Jefferson St Lead Pipe and Joint Water Main Replacement and Craig Rd Well Backup Generator & Switchgear capital projects

**3 Year Budget Comparison
Water Fund 401, Water - Restricted Fund 402**

CITY OF MEDICAL LAKE

Summary - Water

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 871,750.60		\$ 863,430.67	\$ 1,077,599.23	\$ 187,733.64	\$ 542,264.87
Revenues		806,627.44	806,050.00	822,409.26	838,550.00	611,789.15	852,000.00
Expenditures		525,601.56	594,300.00	565,033.25	727,831.00	510,601.38	847,969.00
Ending Balance		\$ 1,152,776.48	\$ 211,750.00	\$ 1,120,806.68	\$ 1,188,318.23	\$ 197,264.87	\$ 546,295.87
Total Gain (Loss)		\$ 281,025.88	\$ 211,750.00	\$ 257,376.01	\$ 110,719.00	\$ 101,187.77	\$ 4,031.00

Summary - Water Restricted

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 19.27		\$ 19.27	\$ 19.59	\$ 69,789.98	\$ 500,000.00
Revenues		5,105.28	3,000.00	669.27	75,019.59	430,221.20	981,000.00
Expenditures		-	-	-	-	-	750,000.00
Ending Balance		\$ 5,124.55	\$ 3,000.00	\$ 688.54	\$ 75,039.18	\$ 500,011.18	\$ 731,000.00
Total Gain (Loss)		\$ 5,105.28	\$ 3,000.00	\$ 669.27	\$ 75,019.59	\$ 430,221.20	\$ 231,000.00

Detail - Water

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Water Revenues							
401-343-40-00-00	WATER SALES	\$ 690,216.52	\$ 700,000.00	\$ 664,232.50	\$ 700,000.00	\$ 508,586.52	\$ 728,000.00
401-343-40-01-00	BULK WATER SALES	35.23	50.00	192.17	50.00	-	-
401-359-90-00-00	UTILITY DELINQUENT FEES	1,150.00	5,000.00	29,980.07	12,000.00	26,978.16	10,000.00
401-361-11-00-00	INVESTMENT INTEREST	782.06	1,000.00	16,234.95	1,500.00	5,187.23	2,000.00
401-362-50-00-00	FACILITIES RENTAL-RESERVOIR	114,443.63	100,000.00	111,769.57	125,000.00	71,037.24	112,000.00
401-369-90-00-00	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	Fund Revenues Total	\$ 806,627.44	\$ 806,050.00	\$ 822,409.26	\$ 838,550.00	\$ 611,789.15	\$ 852,000.00

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Water Expenditures							
401-380-518-10-40-00	ID BILLING - PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 285.80	\$ 1,920.00
401-380-518-40-40-00	ID BILLING - PURCHASING SERVICES	-	-	-	-	1,005.44	6,600.00
401-380-534-10-10-01	SALARIES & WAGES - PW DIRECTOR	23,260.43	24,000.00	23,799.78	35,000.00	39,492.06	47,292.00
401-380-534-10-10-02	MAINTENANCE LEAD	20,527.20	21,150.00	13,521.35	-	-	-
401-380-534-10-10-03	SALARIES & WAGES - MAINTENANCE	85,061.20	101,150.00	92,376.37	200,000.00	117,136.52	162,590.00
401-380-534-10-10-06	SALARIES & WAGES - ADMIN CLERK	22,395.73	22,000.00	19,312.73	2,000.00	11,178.56	-
401-380-534-10-11-00	OVERTIME	5,417.84	7,000.00	3,947.86	6,000.00	1,267.55	6,000.00
401-380-534-10-20-01	SOCIAL SECURITY & MEDICARE	11,121.99	13,000.00	11,207.55	19,875.00	12,621.58	15,750.00
401-380-534-10-20-02	LABOR & INDUSTRIES	2,683.05	4,000.00	2,619.83	5,180.00	3,371.22	6,500.00
401-380-534-10-20-03	RETIREMENT/ICMA	18,604.12	25,000.00	16,255.89	26,500.00	18,527.88	22,380.00
401-380-534-10-20-04	MEDICAL/DENTAL/VISION/DEFERRED	44,306.67	59,800.00	45,801.22	82,000.00	50,471.40	71,320.00
401-380-534-10-20-05	DISABILTIY/SICK LV BUYBACK	3,082.14	3,500.00	2,827.63	3,500.00	2,947.52	3,500.00
401-380-534-10-20-06	UNIFORMS & CLOTHING	668.60	500.00	1,547.51	500.00	391.78	1,550.00
401-380-534-10-31-01	OFFICE SUPPLIES	1,199.88	1,500.00	1,154.93	1,500.00	838.62	1,160.00
401-380-534-10-31-02	OPERATING SUPPLIES	6,597.76	12,000.00	11,047.75	12,000.00	15,289.42	11,050.00
401-380-534-10-31-03	MINOR EQUIPMENT	-	-	183.42	-	13,255.54	4,190.00
401-380-534-10-32-00	FUEL	5,664.52	8,000.00	7,549.02	6,000.00	5,459.08	7,550.00
401-380-534-10-34-00	ITEMS FOR RESALE	81,223.43	92,000.00	142,222.28	100,000.00	83,713.28	142,230.00
401-380-534-10-34-01	ITEMS FOR RESALE-SPOK INTERTIE	33,150.00	25,000.00	21,787.14	25,000.00	22,464.87	21,790.00
401-380-534-10-35-00	SMALL TOOLS & EQUIPMENT	4,595.21	5,000.00	4,313.66	6,000.00	38.84	10,820.00
401-380-534-10-40-00	WATER TESTING	2,630.00	4,000.00	5,727.99	5,000.00	1,748.00	13,730.00
401-380-534-10-40-01	OTHER INTERGOV'T SERVICES	2,675.90	3,500.00	2,675.90	3,500.00	150.00	2,680.00
401-380-534-10-41-00	PROFESSIONAL SERVICES	13,249.83	13,000.00	12,115.31	20,000.00	17,177.20	12,120.00
401-380-534-10-41-01	SOFTWARE	-	-	-	-	3,093.23	-
401-380-534-10-42-01	POSTAGE	3,266.47	3,000.00	3,306.30	3,500.00	1,885.95	3,310.00
401-380-534-10-42-02	PHONE	4,373.64	4,500.00	4,538.13	4,500.00	2,850.64	4,540.00
401-380-534-10-43-01	MILEAGE	-	100.00	-	100.00	-	-
401-380-534-10-43-02	MEALS & LODGING	-	300.00	-	300.00	-	300.00
401-380-534-10-44-00	ADVERTISING	19.45	100.00	160.72	500.00	27.77	170.00
401-380-534-10-45-00	RENTALS	2,982.04	4,000.00	1,540.24	4,000.00	39.05	1,550.00
401-380-534-10-46-00	INSURANCE	11,129.00	12,500.00	14,457.50	24,473.00	24,715.00	34,234.00
401-380-534-10-47-00	UTILITIES	63,701.11	67,000.00	53,636.47	65,000.00	35,448.13	53,640.00

401-380-534-10-48-00	REPAIR & MAINTENANCE	15,807.98	20,000.00	9,244.02	20,000.00	2,420.12	9,250.00
401-380-534-10-48-03	BILLING SERVICE	-	-	-	6,000.00	1,626.49	3,000.00
401-380-534-10-49-00	STATE EXCISE TAX	33,874.57	35,000.00	34,016.71	35,203.00	16,006.80	34,103.00
401-380-534-10-49-01	DUES & MEMBERSHIPS	1,347.90	1,700.00	1,625.40	1,700.00	3,860.24	1,630.00
401-380-534-10-49-02	MISCELLANEOUS & REGISTRATIONS	983.90	1,000.00	512.64	3,000.00	1,087.04	520.00
401-380-534-10-49-05	TRAINING	-	-	-	-	-	4,000.00
401-000-597-00-04-02	T/O - WATER RESTRICTED (402)	-	-	-	-	-	125,000.00
	Fund Expenditures Total	\$ 525,601.56	\$ 594,300.00	\$ 565,033.25	\$ 727,831.00	\$ 510,601.38	\$ 847,969.00

Detail - Water - Restricted

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Water - Restricted Revenues							
403-308-31-00-00	BEG NET CASH & INVESTMENTS	\$ 19.27	\$ -	\$ 19.27	\$ 19.59	\$ 69,789.98	\$ 356,000.00
402-343-40-00-01	WATER TAP FEES	5,086.01	3,000.00	650.00	-	-	-
STATE GRANT	JEFFERSON WATER LINE	-	-	-	-	-	500,000.00
402-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	333.22	-
402-397-00-04-01	T/I WATER RESTRICTED (402)	-	-	-	75,000.00	75,000.00	125,000.00
402-397-00-04-01	T/I W/S MANAGERIAL (404)	-	-	-	-	285,098.00	-
	Restricted Revenues Total	\$ 5,105.28	\$ 3,000.00	\$ 669.27	\$ 75,019.59	\$ 430,221.20	\$ 981,000.00

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Water - Restricted Expenditures							
402-368-10-00-00	LID SET UP FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
402-379-00-00-01	W/S CAPITAL IMPROVEMENT FEES	-	-	-	-	-	-
402-380-594-34-63-00	WATER IMPROVEMENTS	-	-	-	-	-	500,000.00
402-380-594-34-64-00	WATER - EQUIPMENT	-	-	-	-	-	210,000.00
402-380-534-10-48-00	CAPITAL REPAIR & MAINTENANCE	-	-	-	-	-	40,000.00
402-380-597-34-90-64	T/O - W/S EQUIP (401 TO 404)	-	-	-	-	-	-
	Restricted Expenditures Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00

Solid Waste Operations and Maintenance Fund Resources
Proprietary Fund 407

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ 290,042	\$ 267,706	\$ 236,565	\$ 121,369	-95%
Delinquent Fees	-	-	-	10,000	100%
Compost Trailer Reimbursement	13,100	10,130	10,000	9,750	-3%
Garbage Collection Fees	627,944	647,865	650,000	675,000	4%
Interest & Other Earnings	5,699	4,391	1,010	2,250	55%
Solid Waste Total Resources	\$ 936,786	\$ 930,092	\$ 897,575	\$ 818,369	-10%

Solid Waste Operations and Maintenance Fund Uses
Proprietary Fund 407

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Salaries & Wages	\$ 17,820	\$ 16,420	\$ 5,500	\$ -	0%
Benefits	10,100	8,262	12,565	-	0%
Supplies	1,698	2,432	2,600	3,660	29%
Services & Charges	633,671	678,814	658,259	724,672	9%
Refunds	-	-	-	-	0%
Capital Outlay	3,218	-	6,000	-	0%
Solid Waste Total Uses	\$ 666,507	\$ 705,928	\$ 684,924	\$ 728,332	6%

Notes

Revenue

Includes garbage collection charges, late fees and reimbursement from the County for 75% of compost removal costs. Collection rates increase of approximately 12% to match increase in contracted garbage and recycling removal services.

Salaries & Wages

Fund is no longer charged for Administrative salaries & wages

Services & Charges

Includes Sunshine Disposal contract for removal services. Approximate 3.75% increase in garbage and recycling removal services.

3 Year Budget Comparison
Solid Waste Fund 407

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 290,042.36		\$ 267,705.92	\$ 236,564.81	\$ 144,040.04	\$ 121,369.20
Revenues		641,342.25	601,010.00	662,386.28	661,010.00	517,886.80	697,000.00
Expenditures		666,506.84	709,200.00	705,927.66	684,924.00	518,986.32	728,332.00
Ending Balance		\$ 264,877.77	\$ (108,190.00)	\$ 224,164.54	\$ 212,650.81	\$ 121,369.20	\$ 90,037.20
Total Gain (Loss)		\$ (25,164.59)	\$ (108,190.00)	\$ (43,541.38)	\$ (23,914.00)	\$ (1,099.52)	\$ (31,332.00)

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Solid Waste Revenues							
407-337-00-00-01	COMPOST TRAILER REIMBURSEMENT	\$ 13,100.01	\$ -	\$ 10,130.16	\$ 10,000.00	\$ 3,343.03	\$ 9,750.00
401-359-90-00-00	UTILITY DELINQUENT FEES	-	-	-	-	-	10,000.00
407-343-70-00-00	GARBAGE COLLECTION FEES	627,944.44	600,000.00	647,864.70	650,000.00	508,284.10	675,000.00
407-361-00-00-01	INTEREST-GARB MM	4.10	10.00	48.52	10.00	-	-
407-361-11-00-00	INVESTMENT INTEREST	239.70	1,000.00	4,071.70	1,000.00	5,513.97	2,000.00
407-369-00-00-01	OTHER MISCELLANEOUS REVENUES						
407-369-10-00-00	SALE OF RECYCLABLES	54.00	-	271.20	-	745.70	250.00
	Fund Revenues Total	\$ 641,342.25	\$ 601,010.00	\$ 662,386.28	\$ 661,010.00	\$ 517,886.80	\$ 697,000.00
Solid Waste Expenditures							
407-000-518-40-40-00	ID BILLING - PURCHASING SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00
407-000-537-10-10-02	MAINTENANCE SUPERVISOR -10%	6,842.52	7,100.00	4,507.07	-	-	-
407-000-537-10-10-06	ADMINISTRATIVE STAFF	10,977.66	11,300.00	11,394.38	5,000.00	11,178.56	-
407-000-537-10-11-00	OVERTIME	-	-	518.61	500.00	-	-
407-000-537-10-20-01	SOCIAL SECURITY & MEDICARE	1,262.77	1,000.00	1,214.43	2,025.00	855.22	-
407-000-537-10-20-02	LABOR & INDUSTRIES	176.11	300.00	140.93	540.00	50.78	-
407-000-537-10-20-03	RETIREMENT/ICMA	2,067.04	2,500.00	1,712.03	3,500.00	1,410.10	-
407-000-537-10-20-04	MEDICAL/DENTAL/VISION/DEFERRED	6,220.43	8,600.00	4,914.22	6,000.00	2,412.18	-
407-000-537-10-20-05	DISABILITY/SICK LV BUYBACK	373.58	400.00	280.08	500.00	184.61	-
407-000-537-10-30-00	INTERGOVERNMENTAL SERVICES	902.75	-	882.15	1,000.00	67.40	890.00

Attachment B

407-000-537-10-31-01	OFFICE SUPPLIES	674.77	700.00	725.57	850.00	-	730.00
407-000-537-10-31-02	OPERATING SUPPLIES	120.14	200.00	85.48	200.00	-	90.00
407-000-537-10-31-03	PUBLICATIONS	-	-	458.38	-	-	460.00
407-000-537-10-32-00	FUEL	-	100.00	280.40	300.00	-	290.00
407-000-537-10-35-00	SMALL TOOLS & EQUIPMENT	-	100.00	-	250.00	-	-
407-000-537-10-41-00	GARBAGE CONTRACTORS	559,163.57	617,000.00	624,131.54	600,000.00	468,716.18	675,000.00
407-000-537-10-41-01	COMPOST DISPOSAL	24,901.31	10,000.00	13,294.74	15,000.00	11,553.15	13,000.00
407-000-537-10-41-03	PROFESSIONAL SERVICES	5,242.13	2,000.00	1,331.37	2,000.00	-	1,340.00
407-000-537-10-42-01	POSTAGE	2,668.63	3,000.00	3,054.88	3,000.00	1,875.00	3,060.00
407-000-537-10-44-00	ADVERTISING	-	-	6.25	15.00	-	10.00
407-000-537-10-45-00	RENTALS	-	-	-	-	642.04	-
407-000-537-10-46-00	INSURANCE	5,230.00	6,000.00	6,821.00	3,344.00	3,344.00	1,762.00
407-000-537-10-47-00	UTILITIES	4,046.42	4,000.00	4,474.52	4,000.00	663.62	-
407-000-537-10-48-00	REPAIR & MAINTENANCE	784.69	1,500.00	71.87	1,500.00	138.41	500.00
407-000-537-10-48-03	BILLING SERVICE	-	-	-	6,000.00	1,626.47	3,000.00
407-000-537-10-49-00	STATE EXCISE TAX	31,606.60	31,500.00	25,616.61	23,400.00	14,268.60	27,000.00
407-000-537-10-49-01	OTHER MISCELLANEOUS	27.72	100.00	11.15	-	-	-
407-000-582-10-00-01	GARBAGE REFUND	-	300.00	-	-	-	-
407-000-594-37-63-00	IMPROVEMENTS	3,218.00	1,000.00	-	5,000.00	-	-
407-000-594-37-64-00	EQUIPMENT	-	500.00	-	1,000.00	-	-
	Fund Expenditures Total	\$ 666,506.84	\$ 709,200.00	\$ 705,927.66	\$ 684,924.00	\$ 518,986.32	\$ 728,332.00

Wastewater Operations and Maintenance Fund Resources
Proprietary Fund 408

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ 420,000	100%
Delinquent Fees	-	-	16,500	10,000	-65%
DSHS WWTP O&M 50%	385,821	331,989	350,000	530,500	34%
Sewer Service	698,361	719,520	720,000	765,000	6%
Interest & Other Earnings	-	-	3,000	2,000	-50%
Transfers In	-	-	200,000	545,000	
Wastewater Total Resources	\$ 1,084,181	\$ 1,051,509	\$ 1,089,500	\$ 1,727,500	37%

Wastewater Fund Departments - Expenditures
Proprietary Fund 408

Account Description	2021 Actual	2022 Actual	2023 Adopted	2024 Proposed	% Change
<u>Wastewater Collection</u>					
Salaries & Wages	\$ 135,696	\$ 138,349	\$ 164,000	\$ 181,300	10%
Benefits	75,671	76,975	96,525	92,660	-4%
Supplies	16,774	15,508	19,500	18,520	-5%
Services & Charges	76,201	96,866	106,258	84,087	-26%
Transfers Out	30,000	-	-	-	
Dept. total	\$ 334,342	\$ 327,697	\$ 386,283	\$ 376,567	-3%
<u>Wastewater Treatment</u>					
Salaries & Wages	\$ 78,119	\$ 74,207	\$ 340,000	\$ 426,520	20%
Benefits	123,236	119,668	164,035	155,020	-6%
Supplies	110,870	111,594	108,500	126,930	15%
Services & Charges	317,110	309,980	305,504	366,766	17%
Transfers Out	-	-	-	-	
Dept. total	\$ 629,335	\$ 615,449	\$ 918,039	\$ 1,075,236	15%
Wastewater Total Uses	\$ 963,677	\$ 943,147	\$ 1,304,322	\$ 1,451,803	10%

Notes

Revenue

Includes Sewer charges, late fees and DSHS contract to reimburse the City for 50% of Operating and Maintenance costs for the Wastewater Treatment Plant. Increase on monthly sewer rates by \$2

Salaries & Wages

Added FTE for succession planning. 7.5% Salary Adjustment, 3.5% Step. Additional FTE in WWTP

Supplies

Replace aging equipment

Wastewater Restricted Fund Resources
Proprietary Managerial Fund 409

Account Description	2020 Actual	2021 Actual	2022 Adopted	2023 Proposed	%
					Change
Beginning Balances	\$ -	\$ -	\$ -	\$ 1,071,000	100%
Sewer Tap Fees	375	75	-	-	
Interest & Other Earnings	-	-	-	-	
Transfers In	-	-	-	-	
Street Res. Total Resources	\$ 375	\$ 75	\$ -	\$ 1,071,000	100%

Wastewater Restricted Fund Uses
Proprietary Managerial Fund 409

Account Description	2020 Actual	2021 Actual	2022 Adopted	2023 Proposed	%
					Change
Capital Services	\$ -	\$ -	\$ -	\$ 50,000	100%
Capital Improvements	-	-	5,000	200,000	98%
Capital Equipment	-	-	-	1,080,000	100%
Street Res. Total Uses	\$ -	\$ -	\$ 5,000	\$ 1,330,000	100%

Notes

Capital Equipment

Includes Programmable Logic Controls Upgrade, UV Light Disinfection Upgrade, and Backup Generator Switchgear capital projects

Capital Improvements

Includes Solar Array Project, funded in 2023

**3 Year Budget Comparison
Wastewater Fund 408, Wastewater - Restricted Fund 409**

CITY OF MEDICAL LAKE

Summary - Wastewater

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ 165,958.04	\$ 420,000.00
Revenues		1,084,181.49	700,000.00	1,051,509.03	1,380,500.00	1,475,606.57	1,307,500.00
Expenditures	WWC	\$ 334,341.93	\$ 393,250.00	\$ 327,697.27	\$ 386,283.40	\$ 251,922.95	\$ 376,567.00
	WWT	629,335.26	740,442.00	615,449.34	918,038.60	731,963.88	1,075,236.00
Total Expenditures		\$ 963,677.19	\$ 1,133,692.00	\$ 943,146.61	\$ 1,304,322.00	\$ 983,886.83	\$ 1,451,803.00
Ending Balance		\$ 120,504.30	\$ (433,692.00)	\$ 108,362.42	\$ 76,178.00	\$ 657,677.78	\$ 275,697.00
Total Gain (Loss)		\$ 120,504.30	\$ (433,692.00)	\$ 108,362.42	\$ 76,178.00	\$ 491,719.74	\$ (144,303.00)

Summary - Wastewater - Restricted

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ -	\$ -	\$ -	\$ -	\$ 171,519.37	\$ 1,071,000.00
Revenues		-	-	-	-	904,924.54	-
Expenditures		-	-	-	85,000.00	4,795.66	1,330,000.00
Ending Balance		\$ -	\$ -	\$ -	\$ (85,000.00)	\$ 1,071,648.25	\$ (259,000.00)
Total Gain (Loss)		\$ -	\$ -	\$ -	\$ (85,000.00)	\$ 900,128.88	\$ (1,330,000.00)

Detail - Wastewater

Wastewater Revenues		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
408-337-00-00-00	DSHS WWTP O & M-50%	\$ 385,820.81	\$ -	\$ 331,989.01	\$ 441,000.00	\$ 359,905.21	\$ 530,500.00
408-343-50-00-00	SEWER SERVICE	698,360.68	700,000.00	719,520.02	720,000.00	568,264.70	765,000.00
408-359-90-00-00	UTILITY DELINQUENT FEES	-	-	-	16,500.00	-	10,000.00
408-361-11-00-00	INVESTMENT INTEREST	-	-	-	3,000.00	2,436.66	2,000.00
408-397-00-04-03	T/I W/S MANAGERIAL (403)	-	-	-	200,000.00	545,000.00	-
	Fund Total	\$ 1,084,181.49	\$ 700,000.00	\$ 1,051,509.03	\$ 1,380,500.00	\$ 1,475,606.57	\$ 1,307,500.00

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Wastewater Expenditures							
WWC							
408-381-518-10-40-00	ID BILLING - PERSONNEL SVCS	\$ -	\$ -	\$ -	\$ 620.00	\$ 204.14	\$ 1,440.00
408-381-518-40-40-00	ID BILLING - PURCHASING SVCS	-	-	-	4,380.00	1,436.36	9,000.00
408-381-535-10-10-01	SALARIES & WAGES - PW DIRECTOR	23,260.68	24,000.00	23,799.74	35,000.00	23,695.18	47,300.00
408-381-535-10-10-03	SALARIES & WAGES - MAINTENANCE	85,061.13	101,700.00	92,376.17	120,000.00	84,626.97	130,000.00
408-381-535-10-10-06	SALARIES & WAGES - ADMIN CLERK	21,956.63	22,700.00	18,299.13	2,000.00	11,178.47	-
408-381-535-10-11-00	OVERTIME - MAINTENANCE	5,417.68	7,000.00	3,873.69	7,000.00	-	4,000.00
408-381-535-10-20-01	SOCIAL SECURITY & MEDICARE	10,446.11	12,500.00	10,704.72	11,625.00	8,994.65	13,300.00
408-381-535-10-20-02	LABOR & INDUSTRIES	2,523.04	4,000.00	2,520.44	3,100.00	2,372.43	3,000.00
408-381-535-10-20-03	RETIREMENT/ICMA	17,559.18	23,000.00	15,544.00	21,000.00	13,290.43	18,450.00
408-381-535-10-20-04	MEDICAL/DENTAL/VISION/DEFERR	41,847.00	57,300.00	43,989.03	57,000.00	35,996.30	50,990.00
408-381-535-10-20-05	DISABILITY/SICK LV BUYBACK	2,899.06	3,500.00	2,699.75	3,500.00	2,089.91	2,900.00
408-381-535-10-20-06	UNIFORMS & CLOTHING	396.42	300.00	1,517.02	300.00	116.66	4,020.00
408-381-535-10-31-01	OFFICE SUPPLIES	1,123.87	1,500.00	1,154.61	1,500.00	697.30	1,160.00
408-381-535-10-31-02	OPERATING SUPPLIES	8,703.42	7,000.00	3,727.47	7,000.00	3,475.20	3,730.00
408-381-535-10-31-03	MINOR EQUIPMENT	-	-	-	-	2,397.03	3,000.00
408-381-535-10-32-00	FUEL	5,664.52	7,500.00	7,548.99	6,000.00	6,196.97	7,550.00
408-381-535-10-35-00	SMALL TOOLS & EQUIPMENT	1,282.22	4,000.00	3,076.91	5,000.00	2,439.41	3,080.00
401-381-535-10-40-01	OTHER INTERGOV'T SERVICES	-	1,000.00	-	-	-	-
408-381-535-10-41-00	PROFESSIONAL SERVICES	6,299.37	12,000.00	19,339.76	12,000.00	5,496.44	9,340.00
408-381-535-10-41-01	SOFTWARE	-	-	-	-	1,546.62	3,000.00
408-381-535-10-42-01	POSTAGE	2,668.61	3,000.00	3,054.87	3,000.00	937.50	3,060.00
408-381-535-10-42-02	PHONE	6,516.35	6,400.00	6,488.40	6,500.00	4,574.46	6,490.00
408-381-535-10-43-01	MILEAGE	-	100.00	-	100.00	-	-
408-381-535-10-43-02	MEALS & LODGING	-	300.00	-	300.00	-	-
408-381-535-10-44-00	ADVERTISING	19.45	100.00	150.14	100.00	-	160.00
408-381-535-10-45-00	RENTALS	1,508.82	2,200.00	1,534.15	2,200.00	57.40	1,540.00
408-381-535-10-46-00	INSURANCE	11,129.00	13,000.00	14,457.50	18,474.00	18,601.00	18,047.00
408-381-535-10-47-00	UTILITIES	16,670.19	17,000.00	16,548.17	17,000.00	10,750.53	16,550.00
408-381-535-10-48-00	REPAIR & MAINTENANCE	12,023.03	12,000.00	7,650.08	12,000.00	1,822.22	7,660.00
408-381-535-10-48-01	ID BILLING - UTILITIES	-	500.00	-	500.00	-	-
408-381-535-10-48-03	BILLING SERVICE	-	-	-	3,000.00	813.23	1,500.00

408-381-535-10-49-00	STATE EXCISE TAX	18,456.66	19,000.00	26,910.01	27,734.40	9,524.21	16,000.00
408-381-535-10-49-01	DUES & MEMBERSHIPS	402.90	350.00	343.40	350.00	-	350.00
408-381-535-10-49-02	MISCELLANEOUS & REGISTRATIONS	506.59	300.00	389.12	3,000.00	232.43	390.00
408-381-535-10-90-14	T/O FINANCE - INTRFND SRVCS (401 TO 001)	30,000.00	30,000.00	-	-	-	-
	Dept Total	\$ 334,341.93	\$ 393,250.00	\$ 327,697.27	\$ 386,283.40	\$ 251,922.95	\$ 376,567.00
WWT							
408-382-518-10-40-00	ID BILLING - PERSONNEL SVCS	\$ -	\$ -	\$ -	\$ 1,250.00	\$ 408.28	\$ 2,520.00
408-382-518-40-40-00	ID BILLING - PURCHASING SVCS	-	-	-	4,750.00	1,436.36	9,000.00
408-382-535-10-10-03	SALARIES & WAGES - OPERATOR	78,118.66	248,542.00	43,477.76	240,000.00	190,109.89	323,130.00
408-382-535-10-10-09	SALARIES & WAGES - WWTP DIRECTOR	-	-	30,563.46	93,000.00	63,189.00	96,390.00
401-382-535-10-11-00	OVERTIME - WWTP OPERATOR	-	1,000.00	166.14	7,000.00	6,128.64	7,000.00
401-382-535-10-20-01	SOCIAL SECURITY & MEDICARE	19,958.88	21,000.00	19,955.86	24,975.00	20,543.72	26,590.00
401-382-535-10-20-02	LABOR & INDUSTRIES	4,816.51	6,500.00	4,726.08	7,059.60	4,516.51	5,000.00
401-382-535-10-20-03	RETIREMENT/ICMA	32,975.20	35,000.00	29,576.34	41,000.00	29,028.50	39,780.00
401-382-535-10-20-04	MEDICAL/DENTAL/VISION/DEF COMP	60,073.03	64,700.00	60,037.14	85,000.00	52,192.74	77,900.00
401-382-535-10-20-05	DISABILITY/SICK LV BUYBACK	5,412.83	5,300.00	5,372.76	6,000.00	4,995.75	5,750.00
401-382-535-10-20-06	UNIFORMS & CLOTHING	-	300.00	-	-	163.35	-
401-382-535-10-30-02	OTHER INTERGOV'T SERVICES	8,200.50	-	8,337.77	8,200.00	1,236.64	8,340.00
401-382-535-10-31-01	OFFICE SUPPLIES	707.89	1,000.00	1,606.22	1,000.00	965.07	1,610.00
401-382-535-10-31-02	OPERATING SUPPLIES	98,116.98	93,000.00	99,236.80	95,000.00	115,917.88	99,240.00
401-382-535-10-31-03	MINOR EQUIPMENT	-	-	-	-	3,281.24	10,500.00
401-382-535-10-32-00	FUEL	2,399.60	3,500.00	2,238.30	3,300.00	2,445.13	2,240.00
401-382-535-10-35-00	SMALL TOOLS & EQUIPMENT	1,444.80	1,000.00	174.74	1,000.00	2,349.93	5,000.00
401-382-535-10-41-00	PROFESSIONAL SERVICES	66,762.62	50,000.00	78,121.83	60,000.00	42,546.49	78,130.00
408-382-535-10-41-02	SOFTWARE	-	-	-	-	1,762.24	3,000.00
401-382-535-10-42-01	POSTAGE	-	300.00	-	-	937.50	-
401-382-535-10-42-02	PHONE	2,483.65	2,500.00	3,072.71	2,500.00	1,868.26	3,080.00
401-382-535-10-43-02	MEALS & LODGING	-	100.00	-	100.00	-	-
401-382-535-10-44-00	ADVERTISING	-	100.00	-	100.00	-	-
401-382-535-10-45-00	RENTALS	-	500.00	-	100.00	14.35	-
401-382-535-10-46-00	INSURANCE	55,871.00	56,500.00	64,236.00	78,204.00	80,365.00	104,236.00
401-382-535-10-47-00	UTILITIES	158,472.88	135,500.00	148,793.17	135,000.00	82,023.13	148,800.00
401-382-535-10-48-00	REPAIR & MAINTENANCE	30,517.71	12,000.00	13,808.60	25,000.00	6,917.83	13,810.00
408-382-535-10-48-03	BILLING SERVICE	-	-	-	3,000.00	813.27	1,400.00

401-382-535-10-49-00	STATE EXCISE TAX	-	-	69.86	-	7,447.09	12,000.00
401-382-535-10-49-01	DUES & MEMBERSHIPS	738.00	600.00	299.00	500.00	507.00	300.00
401-382-535-10-49-02	REGISTRATIONS/OTHER MISC	2,264.52	1,500.00	1,008.98	1,000.00	8,784.27	1,010.00
401-382-535-10-49-04	STATE USE TAX	-	-	569.82	-	913.46	1,000.00
Dept Total		\$ 629,335.26	\$ 740,442.00	\$ 615,449.34	\$ 918,038.60	\$ 731,963.88	\$ 1,075,236.00
Fund Total		\$ 963,677.19	\$ 1,133,692.00	\$ 943,146.61	\$ 1,304,322.00	\$ 983,886.83	\$ 1,451,803.00

Detail - Wastewater - Restricted

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Wastewater - Restricted Revenues							
409-334-04-20-01	SOLAR ARRAY - DEPT OF COMMERCE	\$ -	\$ -	\$ -	\$ -	\$ 185,000.00	\$ -
409-343-50-00-01	SEWER TAP FEES	375.00	-	75.00	-	-	-
409-361-11-00-00	INVESTMENT INTEREST	-	-	-	-	5,022.54	-
409-397-00-04-04	T/I W/S MANAGERIAL (404)	-	-	-	-	899,902.00	-
409-397-00-04-08	T/I WASTEWATER (408)	-	-	-	-	-	-
Fund Total		\$ -	\$ -	\$ -	\$ -	\$ 904,924.54	\$ -

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Wastewater - Restricted Expenditures							
409-382-535-10-41-00	PROFESSIONAL SVCS	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00
409-382-594-35-60-01	CAPITAL OUTLAY	-	-	-	20,000.00	-	-
409-382-594-35-64-01	IMPROVEMENTS	-	-	-	5,000.00	-	200,000.00
409-382-594-35-65-01	CAPITAL EQUIPMENT	-	-	-	10,000.00	4,795.66	1,080,000.00
Fund Total		\$ -	\$ -	\$ -	\$ 85,000.00	\$ 4,795.66	\$ 1,330,000.00

Unemployment Compensation Fund Resources
Internal Service Fund 501

Account Description	2020 Actual	2021 Actual	2022 Adopted	2023 Proposed	% Change
Beginning Balances	\$ 11,513	\$ 11,073	\$ 7,746	\$ 100	-7646%
Interest & Other Earnings	10	150	-	100	100%
Transfers In	-	-	-	12,300	100%
Unemployment Total Resources	\$ 11,523	\$ 11,223	\$ 7,746	\$ 12,500	38%

Unemployment Compensation Fund Uses
Internal Service Fund 501

Account Description	2020 Actual	2021 Actual	2022 Adopted	2023 Proposed	% Change
Employment Sec. Reimburse	\$ 451	\$ 8,528	\$ -	\$ -	0%
Unemployment Total Uses	\$ 451	\$ 8,528	\$ -	\$ -	0%

Notes

Employment Sec. Reimburse

The City reimburses the Employment Security Department directly for unemployment claims.

**3 Year Budget Comparison
Unemployment Compensation Fund 501**

CITY OF MEDICAL LAKE

Summary

	Departments	2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Beginning Balance		\$ 11,513.00		\$ 11,073.00	\$ 7,746.33	\$ 1,448.84	\$ 100.00
Revenues		10.33	-	150.02	-	43.57	12,400.00
Expenditures		450.77	-	8,527.80	-	1,290.87	-
Ending Balance		\$ 11,072.56	\$ -	\$ 2,695.22	\$ 7,746.33	\$ 201.54	\$ 12,500.00
Total Gain (Loss)		\$ (440.44)	\$ -	\$ (8,377.78)	\$ -	\$ (1,247.30)	\$ 12,400.00

Detail

		2021 Actuals	2022 Budget	2022 Actuals	2023 Budget	2023 Current	2024 Proposed
Unemployment Compensation Revenues							
501-361-11-00-00	INVESTMENT INTEREST	\$ 10.33	\$ -	\$ 150.02	\$ -	\$ 43.57	\$ 100.00
501-397-20-90-00	T/I - UNEMPLOYMENT (001 TO 501)	-	-	-	-	-	12,300.00
	Fund Total	\$ 10.33	\$ -	\$ 150.02	\$ -	\$ 43.57	\$ 12,400.00
Unemployment Compensation Expenditures							
501-000-517-70-40-00	EMPLOYMENT SEC REIMBURSEMENTS	\$ 450.77		\$ 8,527.80	\$ -	\$ 1,290.87	\$ -
	Fund Total	\$ 450.77	\$ -	\$ 8,527.80	\$ -	\$ 1,290.87	\$ -

TRANSPORTATION PROJECTS

Transportation projects include improvements for pedestrians, bicyclists, motorists, and transit riders of all ages and abilities. The ultimate goal of these projects is to develop a comprehensive, integrated, and connected transportation network allowing for safe and convenient travel of pedestrians, bicyclists, motorists, emergency responders, and freight into and throughout the community.

TP-1. Lefevre Street Restriping and Sidewalk Improvements.

TP-2. Small City Preservation Projects Scrub Seal and Overlay.

TP-3. Interstate 90 Business Loop Signs.

PARKS AND PUBLIC FACILITIES PROJECTS

Parks and Public Facilities projects include public safety facilities, public schools, libraries, city parks, and city facilities.

PF-1. Maintenance Building Backup Generator & Switchgear.

PF-2. City Hall Backup Generator & Switchgear.

PF-3. WWTP Backup Generator Switchgear.

PF-4. Auditorium Commercial Kitchen Remodel.

PF-5. Replacement of Park Benches and Tables.

PF-6. Coney Island Park Dock.

PF-7. Waterfront Park Permanent Stage

PUBLIC WORKS PROJECTS

Public Works projects include utility infrastructure improvements for the sewer system (collection and treatment), water system (source, storage, and transmission/distribution), and stormwater system.

PW-1. WWTP Programmable Logic Controls Upgrade.

PW-2. Jefferson St. Lead Pipe and Joint Water Main Replacement.

PW-3. Craig Rd. Well Backup Generator & Switchgear.

PW-4. WWTP Ultraviolet Disinfection Upgrade.

PW-5. Medical Lake Stormwater Mitigation Project.

PUBLIC SAFETY PROJECTS

Public Safety projects include improvements for police, fire, and emergency medical services facilities. These projects are largely supported by Fire Impact Fees and voter-approved taxes and levies.

PUBLIC SCHOOL PROJECTS

These projects are largely supported by School Impact Fees and voter-approved taxes, levies, and bonds.

Citizen Advisory Board Appointments

7-Nov-23

Independent Salary Commission

Winston Cook

Lahnie Henderson

Jim Smith

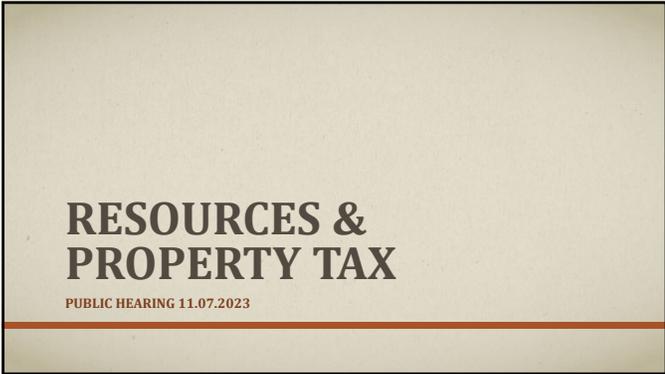
Parks Advisory Board

William Mellott

Debi Ronholt

Ethan Senn

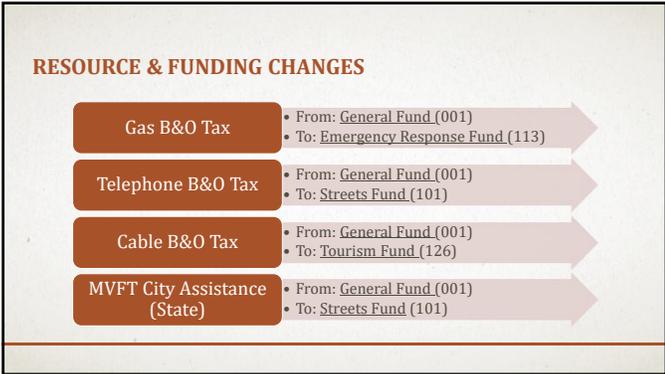
Jim Smith



1



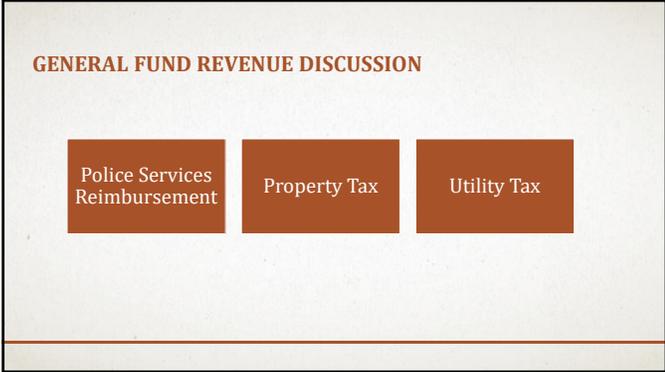
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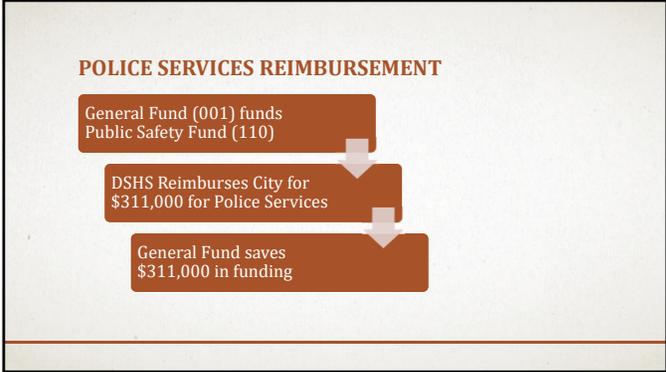
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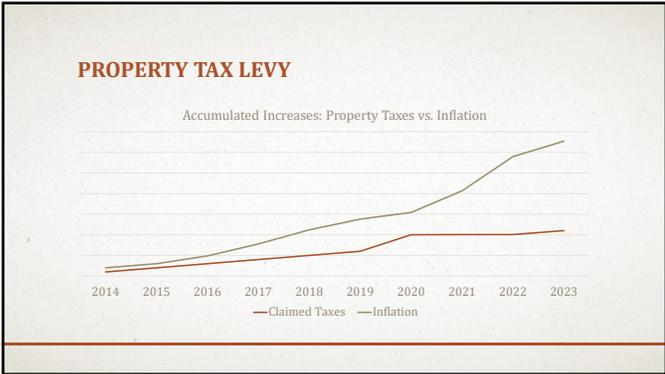
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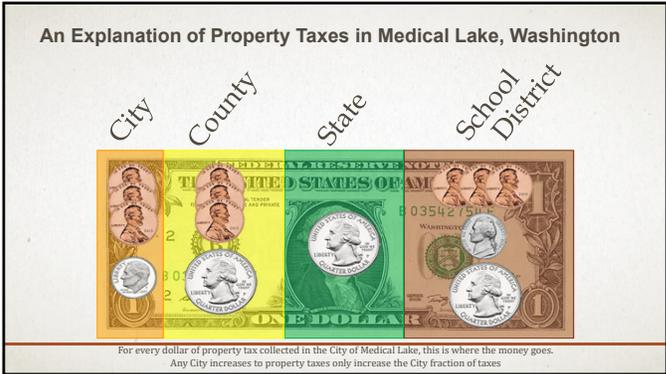
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8

PROPERTY TAX LEVY

- 2023 Millage Rate: 1.1286
- Banked capacity: \$54,960.33 / 9.25% increase

Example: Citizen with \$300,000 value property

No increase		1% Increase		4% Increase	
Millage Rate	1.1413	Millage Rate	1.1527	Millage Rate	1.1870
Total Tax	\$342.40	Total Tax	\$345.81	Total Tax	\$356.09
Tax Increase	\$0.00	Tax Increase	\$3.41	Tax Increase	\$13.69
Total Levy	\$594,011	Total Levy	\$599,951	Total Levy	\$617,771

9

UTILITY TAXES

- Tax purpose:
 - Fund administrative support to taxed services (Water, Solid Waste, and Wastewater)
- Current rate 17%

Cost Factor	Amount
Administrative Support	\$313,000
Funding Needed From Tax	\$313,000

Funding Needed	Estimated Taxable Revenue	Proposed Utility Tax Goal
\$313,000	÷ \$2,206,370	= 14%

10

UTILITY TAXES (CONT.)

Recommend:

- Reduce Utility Tax by 1% in 2024
- Review Annually

Current	2024	2025	2026	=14%
17%	-1%	-1%	-1%	

Estimated to reduce \$66,000+ in utility taxes per year

11

QUESTIONS?

12

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 23-641**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE, WASHINGTON, ADOPTING
CAPITAL IMPROVEMENT PROJECTS**

WHEREAS, the Washington State Growth Management Act (GMA) requires counties and cities to prepare Capital Facilities Plans pursuant to RCW 36.70A, WAC 365-195, and related Chapters; and

WHEREAS, the City of Medical Lake (“City”) has previously adopted and periodically updates its Comprehensive Plan, which includes Capital Facilities Element Goals and Policies and reference to the Capital Facilities Plan; and

WHEREAS, the Capital Facilities Plan provides supplemental information that complements the goals and policies of the Capital Facilities Element in the City’s Comprehensive Plan; and

WHEREAS, the Capital Facilities Plan is a long-range financial plan that allows the City to prioritize public projects and identify funding sources; and

WHEREAS, RCW 36.70A.070(3) requires the City, among other things, to a) conduct an inventory of existing capital facilities owned by the City, b) forecast the future needs for such capital facilities, c) the proposed locations and capacities of expanded or new capital facilities, and d) a financing plan for such capital facilities; and

WHEREAS, the City has reviewed the City’s Capital Facilities and prepared a list of Capital Improvement Projects for 2024, which is set forth in Exhibit A hereto.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE, WASHINGTON, as follows:

Section 1. Adoption of Capital Improvement Projects. The City of Medical Lake hereby adopts the Capital Improvement Projects as set forth in Exhibit A, attached hereto and fully incorporated by reference.

Section 2. Severability. If any section, sentence, clause, or phrase of this Resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Resolution.

Section 3. Effective Date. This Resolution shall be effective immediately upon passage by the City of Medical Lake City Council.

APPROVED this ____ day of November, 2023.

Mayor, Terri Cooper

Attest:

City Clerk, Koss Ronholt

Approved as to Form:

City Attorney, Sean P. Boutz

TRANSPORTATION PROJECTS

Transportation projects include improvements for pedestrians, bicyclists, motorists, and transit riders of all ages and abilities. The ultimate goal of these projects is to develop a comprehensive, integrated, and connected transportation network allowing for safe and convenient travel of pedestrians, bicyclists, motorists, emergency responders, and freight into and throughout the community.

TP-1. Lefevre Street Restriping and Sidewalk Improvements.

TP-2. Small City Preservation Projects Scrub Seal and Overlay.

TP-3. Interstate 90 Business Loop Signs.

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PF-6. Coney Island Park Dock.

PF-7. Waterfront Park Permanent Stage

PUBLIC WORKS PROJECTS

Public Works projects include utility infrastructure improvements for the sewer system (collection and treatment), water system (source, storage, and transmission/distribution), and stormwater system.

PW-1. WWTP Programmable Logic Controls Upgrade.

PW-2. Jefferson St. Lead Pipe and Joint Water Main Replacement.

PW-3. Craig Rd. Well Backup Generator & Switchgear.

PW-4. WWTP Ultraviolet Disinfection Upgrade.

PW-5. Medical Lake Stormwater Mitigation Project.



To: Mayor and City Council
 From: Glen Horton, Parks and Recreation Director
TOPIC: ADA Bus Purchase Approval

Requested Action:

Parks and Recreation Staff are requesting the approval for the purchase of an ADA 15 passenger bus. We have reviewed the RFP bids received and recommend the bid be awarded to NW Bus in the amount of \$128,736.

Key Points:

Obtaining an ADA Bus will allow the Parks and Recreation Department to expand its program offerings. After School Programs, Summer Camps, Teen Activities, and Senior and Adult Trips would now be available to offer for our residents.

Name of Company/ Location	Bus Offered w/ Pricing	Warranty
NW Bus Sales Federal Way, WA	2023 Ford E450 Endera \$128,736 Estimated Delivery: In production unknow delivery date	Bumper to Bumper: 3 year / 36,000 miles Corrosion: 5 years / Unlimited miles Powertrain: 5 years / 60,000 miles Safety Restraints: 5 years / 60,000 miles
Davey Coach Sedalia, CO	2023 Turtle Top Terra Transit \$145,703.00 Estimated Delivery: 30 days after receipt of order	Coach and Body: 5 years / 100,000 miles Bumper to Bumper: 3 years / 36,000 miles Powertrain: 5 years / 60,000 miles
Davey Coach Sedalia, CO	2022 Turtle Top Terra Transit 9,278 Miles \$124,089.00 Estimated Delivery: 30 days after receipt of order	Remaining Warranty from 2022 Bumper to Bumper: 3 year / 36,000 miles Powertrain: 5 year / 60,000 miles
Modell Commercial Vehicles Mukilteo, WA	2023 Starcraft Allstar 22' \$130,030.19 Estimated Delivery: "Relatively Quickly"	Manufacturer: 5-year/100,00 miles Chassis (Powertrain): 5 year/ 100,000 miles Bumper to Bumper: 3 year / 36,000 miles

If approved, we would use \$52,000 allocated to Recreation via ARPA funds and then use funds remaining in the Recreation budget for the total not covered by ARPA.

Background Discussion:

A Workshop Discussion took place at the 10/17/2023 City Council Meeting. An RFP was initiated, and the above responsive bids were received.

Next Steps:

Purchase and acquisition of the ADA 15 passenger bus for program utilization.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
RESOLUTION NO. 23-642**

**A RESOLUTION OF THE CITY OF MEDICAL LAKE APPROVING
THE PURCHASE OF AN ADA BUS TO NW BUS SALES**

WHEREAS, the expansion of programs in the City of Medical Lake (“City”) requires the purchase of a new ADA Bus; and

WHEREAS, the City published a request for proposals for a new ADA Bus on October 18, 2023; and

WHEREAS, the City opened three (3) bids for the purchase of an ADA Bus on November 1, 2023; and

WHEREAS, City Staff and the Parks and Recreation Committee recommend awarding the contract to NW Bus Sales, in the amount of \$128,736.00.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE, WASHINGTON as follows:

Section 1. Award of Bid. The City Council hereby awards the contract for the purchase of a new ADA Bus in the amount of \$128,736.00, plus applicable taxes, shipping, and installation fees to NW Bus Sales, which is attached hereto as Exhibit A and incorporated herein by this reference.

Section 2. Severability. If any section, sentence, clause, or phrase of this Resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Resolution.

Section 3. Effective Date. This Resolution shall become effective immediately upon its adoption.

ADOPTED this 21st day of November, 2023.

Mayor, Terri Cooper

Attest:

Approved as to Form:

Koss Ronholt, City Clerk

City Attorney, Sean P. Boutz



Northwest Bus Sales, Inc
33207 Pacific Highway South
Federal Way, WA 98003
Phone (253) 841-9997
Fax (253) 845-9384
www.nwbus.com

October 31, 2023

To: Glen Horton
City of Medical Lake
From: Rob Goolsby – Northwest Bus Sales
Re: New Bus Quote

Hi Glen,

Thank you for the opportunity to provide you with a quote for a new shuttle bus. Northwest Bus Sales aims to be the most competitively priced provider of quality buses, but where we really shine is in our support- both during and after the sale. To follow, you will find our proposal for your custom-built bus. We appreciate your business and look forward to working with you on this purchase.

Founded in Washington in 1987, Northwest Bus Sales has been a family-owned and locally-operated dealership for 35+ years. Our eight-person sales team has a combined 80+ years of experience, with a highly diverse skill set. Several members of our sales department have prior experience in the repair and operation of commercial vehicles, giving them a unique and beneficial insight into the day-to-day operational requirements of the buses we sell and an ability to troubleshoot and train on many technical issues. Northwest Bus Sales' parts and service department has direct lines of communications with each of our manufacturers. All calls will be answered or returned within 1 hour during business hours. Northwest Bus Sales prides itself on customer satisfaction and looks forward to sharing this experience with you!

If you have any questions regarding our response, please do not hesitate to call me at 206-445-8591.

Best Regards,

Rob Goolsby
Northwest Bus Sales
rob@nwbus.com
www.nwbus.com



Northwest Bus Sales, Inc
33207 Pacific Highway South
Federal Way, WA 98003
Phone (253) 841-9997
Fax (253) 845-9384
www.nwbus.com

To: Glen Horton
 City of Medical Lake
 From: Rob Goolsby – Northwest Bus Sales
 Re: References

Hi Glen,

Thank you for the opportunity to participate in your RFQ for a shuttle bus. Please find, below, 3 references for shuttle buses sold to similar transit agencies.

Star of Hope Activity Center Theresa Collins 541-888-8893	Mid Columbia Economic Development District Jessica Metta 541-296-2266 x 1001
Klickitat County Senior Services Sharon Carter 509-493-6228	

If you have any questions regarding our response, please do not hesitate to call me on my cell at 206-445-8591.

Best Regards,

Rob Goolsby
 Northwest Bus Sales
rob@nwbus.com
www.nwbus.com



Endera Commercial Bus Limited Warranty

This limited product warranty for Endera commercial buses (hereinafter referred to as “**Limited Warranty**”) is issued by Endera Automotive, LCC, which is headquartered at 804 N. Pratt St, Ottawa, OH 45875, or its legal successors or assigns (hereinafter collectively referred to as “**Endera**”), and applies exclusively to Endera commercial buses (as defined in Section 1 hereof) sold and used in the United States.

1. Definition of Endera Commercial Buses and Components

Endera commercial buses (“**Vehicles**”) are defined in this Limited Warranty as the following product types:

ENDERA 23’, 24’ 25’ 26’ and 28’ bodies built on Ford E-series cutaway chassis and Chevrolet cutaway chassis.

“**Vehicle Components**” are defined in this Limited Warranty as the products, parts and components that are manufactured by Endera and that are incorporated into a Vehicle.

“**Third-party Components**” are defined in this Limited Warranty as any product, part, or component, including but not limited to the chassis and air conditioning system, that are part of the Vehicle and manufactured or supplied by a party other than Endera.

2. Limited Warranty Period and Beneficiary

2.1 Limited Warranty Period

The terms of this Limited Warranty take effect on the date that the Customer, as defined herein below, takes delivery of the Vehicle (hereinafter referred to as the “**Warranty Start Date**”) and shall remain in effect for the duration of the following periods, as applicable (each such period, a “**Limited Warranty Period**”).

1. For the earlier of five (5) years from the Warranty Start Date and 100,000 miles, Endera warrants that the body shell of the Vehicle (including structural metal components welded or riveted together forming the floor, side walls, roof, front or end caps) will be free from defects in structural integrity (“**Main Body Structure Warranty Period**”).

2. For the earlier of five (5) years from the Warranty Start Date and 100,000 miles, Endera warrants that the body shell will be free of rust-through resulting from corrosion (“**Corrosion Warranty Period**”). The Corrosion Warranty Period excludes surface rust or oxidization or natural occurring patina, corrosion due to using harsh chemical washes or degreasers or chemicals, hard road salts or calcium chloride, damage or corrosion caused by environmental causes such as flooding, airborne fallout, acts of nature or other atmospheric conditions.

3. For the earlier of two (2) years from the Warranty Start Date and 75,000 miles, Endera warrants that all Vehicle Components will be free from defects (“**Endera Components Warranty Period**”).



4. For all Third Party Components, the original manufacturer's warranty and warranty process applies.

2.2 Beneficiary

The sole and exclusive beneficiary of this Limited Warranty is the initial end customer who purchases the Vehicle directly or indirectly from Endera or from any one of its authorized manufacturers, dealers or distributors or from any other legitimate source, and is the initial owner of such Vehicle, and any of such Customer's permitted successors or assigns under Section 7 (hereinafter referred to as "**Customer**"). Upon Endera's written request, Customer shall confirm ownership of the Vehicle.

3. Exclusions

This Limited Warranty shall not apply to the following:

1. The Vehicle or Vehicle Components have been subject to misuse (such as driving over curbs, overloading, racing or using the Vehicle or Vehicle Component as a permanent stationary power source, or driving through water deep enough to cause water to enter the cabin), abuse, neglect, accidents, collisions or objects striking the Vehicle or Vehicle Components;
2. Damage to body structure, components, or finish, including paint, caused by chemicals, corrosive environments, or abrasion;
3. Damage caused by force majeure such as natural disasters, including but not limited to lightning, hail, frost, snow, storms, tidal waves, floods, fire or explosion, extreme temperatures, earthquakes, typhoons, tornadoes, volcanic eruptions, meteorites, ground motions, earth fissures, landslides, animal damage, hurricanes, or other unusually severe weather events;
4. Damage caused by installation of additional or replacement products, parts, components or attachments, or repairs, modifications or alterations;
5. Damage caused by surface rust, deterioration and damage of paint, trim, upholstery, and other appearance items that result from use and/or exposure to the elements, such as dents and scratches;
6. Parts and labor needed to maintain the Vehicle or Vehicle Components and the replacement of parts due to normal wear and tear, such as filters, belts, tires, brakes or other parts which are part of normal maintenance replacement; and normal maintenance of such parts, such as wiper blades, brake pads/liners, wheel alignment, filters and fluids;
7. Direct or indirect damage caused by theft, vandalism or acts beyond the control of Endera, including but not limited to accidents, riots, war, insurrection and civil disturbance;
8. Damage caused by the accident or negligence of Customer or any person other than Endera;
9. Damage caused by Customer's failure to provide normal preventative maintenance as customarily accepted in the industry, or damage caused by the Customer's failure to service the Vehicle or otherwise maintain and operate the Vehicle in accordance with the Endera product technical specifications or operating and maintenance manual;
10. Damage during shipment after delivery to Customer;



11. Vehicles that have had the odometer disconnected, altered, or inoperative with the result that actual mileage cannot be determined, vehicles that have ever been labeled or branded as dismantled, fire, flood, junk, rebuilt, reconstructed, or salvaged, or vehicles that have been determined to be a total loss by an insurance company;
12. Any aftermarket products, parts or components installed after delivery to Customer, or any damage caused due to the failure of such products, parts or components; or
13. Any other abuse or misuse by Customer.

4. Warranty Claims

4.1 Time Limit for Warranty Claims

All claims under the Limited Warranty must be submitted in writing to Endera within the earlier of (i) one hundred and eighty (180) calendar days after it became aware of non-conformity with the Limited Warranty, and (ii) the respective expiry date of the Limited Warranty Period. Endera shall have the right to reject any and all warranty claims submitted outside of such period. Endera will provide the Customer with instructions on how to proceed with the warranty claim.

4.2 Burden of Proof for Warranty Claims

A warranty claim will only be accepted if Customer provides reasonably sufficient documentary evidence to demonstrate that the root cause of the fault or non-conformity in the Vehicle or Vehicle Component is a breach of the Limited Warranty.

4.3 Warranty Claim Procedures

Customer shall, as soon as it becomes aware of an instance of non-conformity with the Limited Warranty, immediately (but in any event no later than the earlier of (i) one hundred and eighty (180) calendar days after it became aware of non-conformity with the Limited Warranty, and (ii) the respective expiry date of the Limited Warranty for the Vehicle or Vehicle Component) notify Endera's Customer Service department by giving it written notice sent to: Endera Corporation, Attn: Warranty Claim, 804 N. Pratt Street, Ottawa, OH 45875 or via email to warranty@enderacorp.com. Endera may designate a new or additional address by providing notice to Customer.

Customer shall provide the following information along with the notice: a) cause of the claim and related supporting documents; b) proof of purchase of the Vehicle or Vehicle Component (including but not limited to the sale contract, commercial invoice, delivery and acceptance certificate, payment voucher, etc.). If Customer did not purchase the Vehicle or Vehicle Component directly from Endera or one of its affiliates, it shall provide proof of purchase that can be traced back to a) the initial sale contract (commercial invoice, etc.); and b) the initial delivery date of the Vehicle or Vehicle Components.

5. Remedy for Warranty Claim

5.1 Remedy under the Limited Warranty

Should Endera confirm that the Vehicle or Vehicle Component is not in conformity with the Limited Warranty, it shall, at its sole discretion, within a reasonable time period, notify the Customer that Endera will either: a) repair the Vehicle or Vehicle Component at no charge; b) reimburse Customer the reasonably



and properly incurred costs of having a third party conduct the repairs, or c) in the case of Vehicle Component, replace the Vehicle Component at no charge. Endera may take possession of the Vehicle or Vehicle Component, conduct such repair at the location where it is held by Customer or request Customer to deliver the Vehicle or Vehicle Component to Endera or to a third party workshop approved by Endera. If Customer delivers the Vehicle or Vehicle Component to Endera or a workshop approved by Endera, the cost of such delivery and return delivery shall be at Customer's expense. All warranty work performed by a third party is subject to Endera's prior approval, and examination upon completion.

5.2 Exclusive Remedy

The remedy under the Limited Warranty as set forth above is the sole and exclusive responsibility and obligation of Endera to Customer under this Limited Warranty, and is also the sole and exclusive remedy of Customer for the Vehicle or Vehicle Component under this Limited Warranty.

Performance of Endera's warranty obligation under this Limited Warranty shall not extend the Limited Warranty Period. The original warranty periods shall still apply to the repaired Vehicle or repaired or replaced Vehicle Component. If the production of a Vehicle Component has been discontinued, withdrawn from the market, or is otherwise unavailable, Endera shall have the right to replace the Vehicle Component with a similar or superior type, the performance of which should not be lower than the original type.

6. Limitation of Liability

6.1 Notwithstanding anything to the contrary herein, the warranties set forth in this Limited Warranty are in lieu of all other warranties, whether express, implied, or statutory, including but not limited to any implied warranties of merchantability, fitness for a particular purpose or non-infringement. However, if Customer is identified as a "consumer" and the Vehicle or Vehicle Component as a "consumer product" in accordance with the laws governing the protection of consumer rights in the country where the vehicle was originally delivered by Endera to the original Customer, to the extent required by applicable law, any implied warranties of merchantability, fitness for a particular purpose or non-infringement are limited to the Limited Warranty Period set forth above, or such shorter period set forth in applicable law. This Limited Warranty gives Customer specific legal rights, and Customer may also have other rights that vary by state, province or jurisdiction, and such other rights shall remain unaffected.

6.2 Unless otherwise provided by applicable mandatory law, Endera shall not be liable for any of the following losses: a) personal injury or property damage; b) any other loss or injury whatsoever arising out of or in connection with the Vehicle or Vehicle Components (including but not limited to any defects in the Vehicle or Vehicle Components or arising from the use or installation thereof); and c) any incidental, consequential or special damages resulting from any cause. Endera's liability for fraudulent or willful intent, gross negligence or personal injury, in each case, under applicable mandatory liability law shall remain unaffected. Notwithstanding any other provision of this Limited Warranty and including if Endera is liable to compensate Customer hereunder, the total compensation paid or payable by Endera, and the total liability of Endera hereunder, shall not exceed the amount actually received by Endera as indicated in the original sales agreement for the Claim Vehicle or Vehicle Component. The limitations of liability under this Limited Warranty will



not apply to the extent restricted or prohibited by applicable mandatory law.

6.3 Customer acknowledges that the foregoing limitations on liability are an essential element of the relevant sale contract between the parties and that in the absence of such limitations the purchase price of the relevant Vehicle or Vehicle Component would be substantially higher.

6.4 Endera has adopted reasonable methods such as bolding, blackening and highlighting to draw the Customer's attention to clauses which exclude or limit its liability under this Limited Warranty, and have fully explained the relevant clauses as required by Customer. There is no disagreement between the parties over the understanding of any clause of this Limited Warranty.

7. Assignment of Warranty

Upon written notice to Endera, Customer may assign this Limited Warranty to an affiliate of Customer or a new owner of the Vehicle, provided that: (i) there is no outstanding payment due under the sale contract and (ii) the assignee agrees to be bound by these Limited Warranty terms. If requested by Endera, Customer shall provide reasonable evidence of such succession or transfer of ownership. This Limited Warranty may not otherwise be assigned or transferred, and any attempt to assign or transfer in violation of this Section 7 shall be null and void.

8. Miscellaneous

8.1 Severability

If any portion or provision of this Limited Warranty is held to be invalid, illegal or unenforceable under applicable law, or the application of such portion or provision to certain persons or in certain circumstances is held to be invalid, illegal or unenforceable, then the portion or provision shall be deemed to be changed and interpreted to accomplish the objectives of such portion or provision to the greatest extent possible under applicable law and the remaining portions or provisions of this Limited Warranty or the applicability of this Limited Warranty will remain unaffected, independent and valid.

8.2 Force Majeure

Endera shall not be responsible or liable in any way to Customer for any non-performance or delay in Endera's performance of its obligations under this Limited Warranty due to occurrences of any force majeure event, which is an event or circumstance that is not reasonably foreseeable, is beyond the reasonable control of and is not caused by the negligence or lack of due diligence of Endera. Such events or circumstances may include, but are not limited to: actions or inactions of any governmental authority or any civil, tribal, or military authority, acts of God, war, riot or insurrection, terrorism, blockades, embargoes, sabotage (including arson and vandalism), epidemics, pandemics, natural disasters, including but not limited to lightning, hail, frost, snow, storms, tidal waves, floods, fire or explosion, extreme temperatures, earthquakes, typhoons, tornadoes, volcanic eruptions, meteorites, ground motions, earth fissures, landslides, animal damage, hurricanes, or other unusually severe weather events, strikes, lockouts or other labor disputes, unavailability of suitable or sufficient labor, material, or capacity or technical or yield failures and any other unforeseen event beyond its control, including, without limitation, any technological or physical event or condition which is not reasonably known or understood by Endera at the time of the sale of the Vehicle or Vehicle Components or the notification by Customer of the relevant warranty claim. Notwithstanding that the COVID-19 pandemic initiated prior to delivery of the Vehicle,



its effect on global supply chains, manufacturing and the economy are ongoing. In light of this, the COVID-19 pandemic and its effects may cause delays and constitute a force majeure event.

8.3 Governing Law and Dispute Resolution

Any dispute related to or arising out of this Limited Warranty, including without limitation any question regarding its existence, validity, breach, or termination, shall be referred to and finally resolved pursuant to the governing law clauses and dispute resolution procedures under the terms of sale between the original purchaser and Endera.



ENDERA ORDER FORM

+1 419.523.3593
804 N. Pratt St.
Ottawa, OH 45875

Date:

Sales: 303-880-2788
reid@enderacorp.com

Warranty / Parts: 419-523-3593

CUSTOMER INFORMATION

Customer:

Address:

City, St. Zip:

Contact:

Phone:

Fax:

P.O. #:

SHIPPING / PAYMENT INFORMATION

Customer Pick Up: Ship Best Way to Location Below:

Ship To:

Address:

City, St. Zip:

Contact:

Phone:

Payment:

ARE FTA FUNDS USED?		FTA INFO REQUIRED
YES or NO	<input type="text" value="no"/>	

Additional Shipping Instructions:

Is this for a contract?	YES or NO	Model Number:	Number of units in this order:
	<input type="text" value="no"/>	Description:	<input type="text" value="1"/>
<i>If YES please complete the fields to the right</i>		Seating Capacity:	
		<input type="text" value="12+2"/>	

End User Information

Name:

Address:

City, St. Zip:

Applicable FIN / FAN Code:

CHASSIS

QTY	CHASSIS ADDED		
1	Ford E450, 158" WB, 7.3L V-8 Gas Engine, 14,500 GVWR, Door Delete	<input type="text"/>	<input type="text"/>
1	Less: Applicable Government Bid Assistance	<input type="text"/>	<input type="text"/>
1	Less: Mobility Allowance	<input type="text"/>	<input type="text"/>

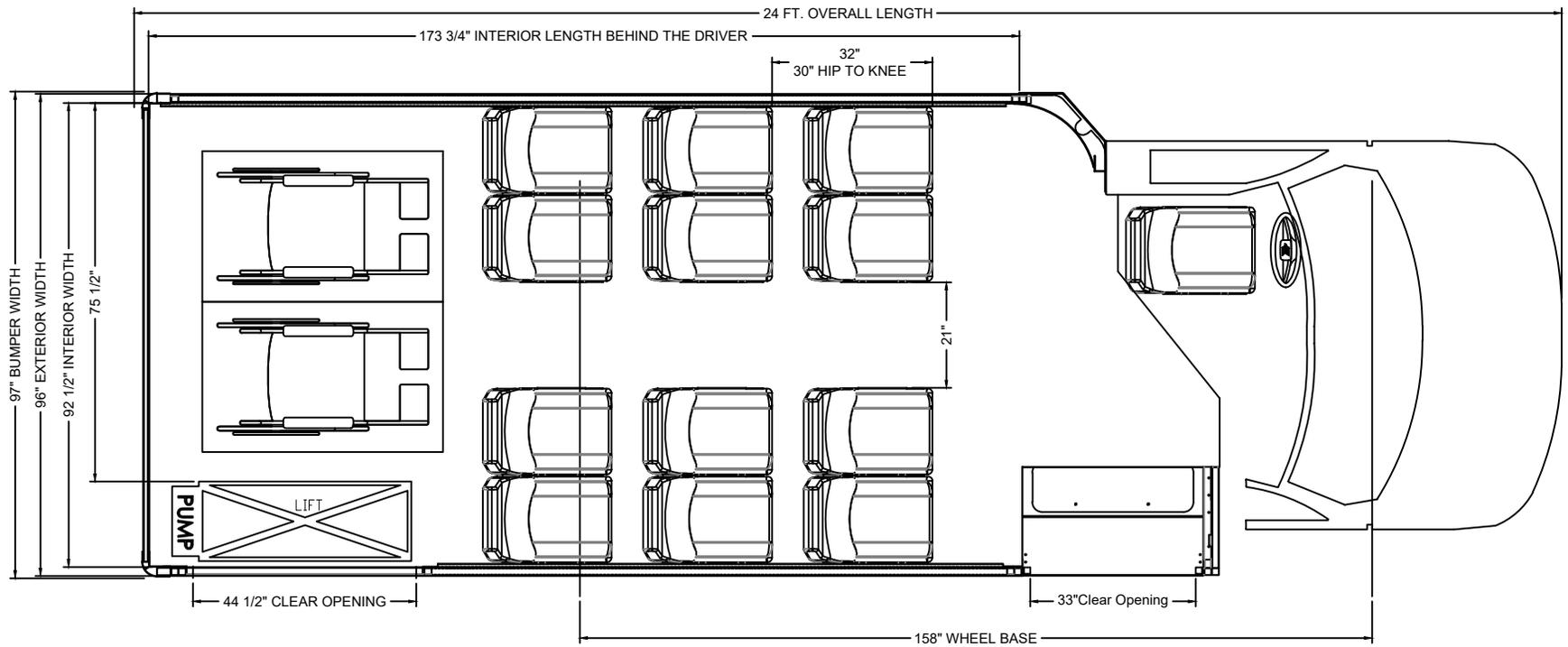
BASE CONVERSION

QTY	Endera - FORD E450 - Standard Floor		
1	24', E450, 158" WB, 14,500 GVWR	<input type="text"/>	<input type="text"/>

BODY / CONVERSION OPTIONS

Option #	QTY	Option Description		
PARATRANSIT OPTIONS				
	1	Rear Lift - ADA with Double Wheel Chair Doors, Windows, Shift Interlock & Lights	<input type="text"/>	<input type="text"/>
BRAUN WHEELCHAIR LIFTS				
	1	Braun Century - NCL-2 Lift, 34"x51", 800# with Front Pump & Safety Belt	<input type="text"/>	<input type="text"/>
Q-STRAINT W.C. SECUREMENT KITS				
	2	Q-8100-A1T-L - QRT DELUXE Retractable Shoulder / Lap Belt Combo - L Track	<input type="text"/>	<input type="text"/>
MISCELLANEOUS PARATRANSIT ACCESSORIES				
	1	Q-Straint Belt Storage Pouch	<input type="text"/>	<input type="text"/>
FLOORING				
	1	Gerflor Tarabus Sirius Anthracite, 2.5 mm Thick	<input type="text"/>	<input type="text"/>
	1	White Step Nosing (Automatic Default)	<input type="text"/>	<input type="text"/>
ELECTRICAL				
	1	Red Indicator Lights above each Emergency Exit (Total of 4)	<input type="text"/>	<input type="text"/>
	1	Pre-wire +/- Ignition at Electrical Panel	<input type="text"/>	<input type="text"/>
	1	Back Up Alarm	<input type="text"/>	<input type="text"/>

	1	Skirt Mounted Battery Box with Slide Out Battery Tray		
EXTERIOR LIGHTS				
	1	Midship Turning Lights		
AUDIO / VISUAL				
	1	REI Radio AM/FM/CD/Clock		
	1	Rosco Backup Camera with 7" Monitor		
DOORS / WINDOWS				
	1	Key Switch for Entrance Door		
CHASSIS / EXTERIOR				
	1	Heavy Duty 12" Driver's Step		
	1	Front Mud Flaps		
	1	Exterior Mirrors, Rosco Remote Power - Heated, RH & LH, Black Arms (Exchange)		
	1	Stainless Steel Wheel Inserts, Includes Rear Dual Valve Stem Extenders		
INTERIOR				
	1	Interior Convex Mirror 6" x 9"		
CLIMATE CONTROL				
VAELO CLIMATE CONTROL A/C SYSTEMS				
VAELO DUAL COMPRESSOR SYSTEMS - SKIRT CONDENSER				
	1	70K BTU Total - Valeo-R236516 - Dual Compressors, Skirt Cond., Ceiling Evap.		
Pro Air HEATERS				
	1	Valeo 70K BTU, 3 Speed-Mounted Under Seat With Shut Off Valves		
SAFETY OPTIONS				
	1	5 Lb. ABC Fire Extinguisher w/ Bracket		
	1	Bi-Directional Reflective Triangles		
	1	25 Unit First Aid Kit w/ Plastic Waterproof Case, ANSI 2009		
GRAB RAIL / STANCHION / PANELS				
	1	Ceiling Grab Rail Curbside (ADA requirement)		
MISC OPTIONS				
SEATING				
DRIVER'S SEATING				
	1	SHIELD FC Recliner, RH Arm, 4 Position Lumbar, Mesh Pocket		
OEM DRIVER SEAT RE-COVERED TO MATCH PASSENGER SEATS				
FREEDMAN SHIELD & LO CAM DRIVER SEAT FABRICS				
EUROPEAN OR AMERICAN WOOL QUOTED AT TIME OF ORDER				
	1	Driver Seat Cover - Level 3	Gray cloth	
PASSENGER SEAT FABRICS				
EUROPEAN OR AMERICAN WOOL QUOTED AT TIME OF ORDER				
	12	Seat Cover - Level 1	color # & name	
PASSENGER SEATING				
FREEDMAN FEATHERWEIGHT STANDARD RIGID SEATS				
	6	Featherweight Mid-High Double Seat		
SEAT OPTIONS				
	12	AV Grab Handle, Black - Each (PPE Material)	on: Aisle Seats and walls seats	
	6	Flip-Up US Armrest, Black - Each (PPE Material)	on: Aisle Seats	
SEAT BELTS				
	12	Seat Belt, USR Freedman Retractable (Per Person) N/A Foldaway or Flip Seats		
OTHER OPTIONAL EQUIPMENT & FEATURES				
	*spec	60" seatbelts		
	*spec	Gray cloth seat backs, gray Vinyl seat cushions		
	1	Chassis E-450 Pitchard Ford chassis		
PRODUCTION NOTES / INSTRUCTIONS				



DRAWN	BRM	12-1-21		
MATERIAL				
FINISH			TITLE: 24SHFFWC36 - 12+2 -	
DIMENSIONS ARE IN INCHES TOLERANCES: FRACTIONAL +/-1/4 ANGULAR:MACH+/-1 TWO PLACE DECIMAL+/-0.03 THREE PLACE DECIMAL+/-0.01			SIZE B	DWG. NO. 24SHFFWC36 - 12+2 -
DO NOT SCALE DRAWING			SCALE: NONE	WEIGHT: -
			SHEET	1 OF 1

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 1113**

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON ADDING
CHAPTER 14.16 TO TITLE 14 OF THE CITY OF MEDICAL LAKE MUNICIPAL
CODE ESTABLISHING MAINTENANCE OF VACANT COMMERCIAL SPACE IN
THE CENTRAL BUSINESS DISTRICT**

WHEREAS, the City of Medical Lake (“City”) desires to address vacant, abandoned, or foreclosed buildings, structures, or properties (collectively “Properties”) in the City’s Central Business District, both currently and in the future, to proactively deter vandalism and detect decay, which protects the quality and value of the Properties and the integrity of the Central Business District; and

WHEREAS, the City Council believes Properties, which are, or are soon to be vacant, foreclosed, or subject to foreclosure proceedings, have an adverse and deleterious impact on the vitality and use of the areas in which they are located and on the general well-being of the City and its citizens under RCW 35.80.010; and

WHEREAS, the City Council is aware of Properties within the City, which are owned and/or controlled by entities and/or individuals who may or have been reluctant to voluntarily incur the cost and expense of adequately maintaining the Properties to the standard found in the areas surrounding such Properties; and

WHEREAS, the City Council believes it necessary that certain registration and maintenance requirements be imposed on the owners and lenders of these Properties in order to minimize, if not eliminate, some of the adverse effects these Properties have on the Central Business District, the City, and its’ citizens.

NOW, THEREFORE, the City Council of the City of Medical Lake, Washington, do ordain as follows:

Section 1. **Adoption.** That a new Chapter 14.16 is added to Title 14 of the City of Medical Lake Municipal Code, entitled “”Maintenance of Vacant Commercial Space In The Central Business District”, is hereby adopted as attached to this Ordinance as Exhibit A, and incorporated herein.

Section 2. **Administrative Code Interpretations Authorized.** In the event of any question or uncertainty regarding the applicability of this Ordinance, the City Administrator, or his/her designee is hereby authorized to make such administrative code interpretations as may be necessary to implement this Ordinance.

Section 3. **Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or

unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this _____ day of _____, 2023.

Terri Cooper, Mayor

ATTEST:

Koss Ronholt, City Clerk/Finance Director

APPROVED AS TO FORM:

Sean P. Boutz, City Attorney

City of Medical Lake
124 S. Lefevre Street
Medical Lake, WA 99022
509-565-5000

**NOTICE OF ORDINANCE PASSED
BY MEDICAL LAKE CITY COUNCIL**

The following is the title and summary of Ordinance No. 1113 passed by the City of Medical Lake City Council on _____, 2023.

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON ADDING
CHAPTER 14.16 TO TITLE 14 OF THE CITY OF MEDICAL LAKE MUNICIPAL
CODE ESTABLISHING MAINTENANCE OF VACANT COMMERCIAL SPACE IN
THE CENTRAL BUSINESS DISTRICT**

The introductory paragraphs identify the establishment of Vacant Commercial Space requirements for the Central Business District in the City of Medical Lake.

Section 1 adopts a new chapter under the City of Medical Lake Municipal Code, Title 14, Chapter 14.16, for Vacant Commercial Space within the City's Central Business District, which includes the following summarized sections:

- A. **14.16.010** establishes the scope of the chapter.
- B. **14.16.020** provides for the administration of the chapter.
- C. **14.16.030** sets forth the definitions used within the chapter.
- D. **14.16.040** establishes the general minimum maintenance requirements for vacant commercial space in the Central Business District.
- E. **14.16.050** establishes the registration process for vacant commercial space in the Central Business District.
- F. **14.16.060** establishes window displays for commercial space(s) not occupied for more than thirty (30) days.
- G. **14.16.070** sets forth the fees for vacant commercial space registration.
- H. **14.16.080** establishes collection efforts for delinquent registration fees.
- I. **14.16.090** establishes a duty to amend registration statements.
- J. **14.16.100** establishes City of Medical Lake's ability to conduct inspections of vacant commercial space pursuant to the chapter.
- K. **14.16.110** establishes City of Medical Lake's enforcement provisions under the chapter.
- L. **14.16.120** establishes a requirement for the City Council to be provided with a status report on the vacant commercial space registration program every odd year.

Section 2 authorizes administrative code interpretations of the adopted municipal code provisions.

Section 3 states that if any section sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or

unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4 states this Ordinance shall be in full force and effect thirty (30) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

Koss Ronholt, Finance Director/City Clerk

Published: _____

Chapter 14.16

MAINTENANCE OF VACANT COMMERCIAL SPACE IN THE CENTRAL BUSINESS DISTRICT

14.16.010 Scope.

The provisions of this chapter apply to all structures in the Central Business District (CBD), unless otherwise stated. All Responsible Persons (as defined in MLMC Section [14.16.030](#)) shall comply with the requirements of this chapter.

14.16.020 Administration.

This chapter will be administered by the City building official, who may adopt administrative rules and regulations consistent with its terms. The building official (or designee), or code enforcement officers, or both are authorized to enforce this chapter.

14.16.030 Definitions.

For the purposes of this chapter:

“Central Business District” means the area in the City of Medical Lake as defined in the Medical Lake Municipal Code (MLMC), [17.08.058, as now or hereafter amended](#).

“City” means the city of Medical Lake, its officers, employees, and agents.

“Commercial space” means any portion of a Structure in the CBD that is not intended for residential use.

“Evidence of vacancy”—means any condition that on its own or combined with other conditions present would lead a reasonable person to believe that the Structure is vacant and not occupied by authorized persons. Such conditions include, but are not limited to, overgrown and/or dead vegetation; accumulation of newspapers, circulars, flyers and/or mail; past utility notices and/or disconnected utilities; accumulation of trash, junk, and/or debris; statements by neighbors, passerby, delivery agents, or government employees that the Structure is vacant; or the absence of any business or operational activities where the Structure is located.

“Lender” means any person, partnership, association, corporation, financial institution, or other entity that makes, extends, or holds a real estate loan agreement and includes, but is not limited to, mortgages; beneficiaries under deeds of trust; underwriters under deeds of trust; vendors under conditional land sales contracts; trustees and a successor in interest to any

mortgagee, beneficiary, vendor or trustee and any other lien holder on the property. The term also includes any mortgagee, beneficiary or trustee that accepts a deed in lieu of foreclosure.

“Occupied” A commercial space is considered occupied if a permitted, nonresidential use is physically located and lawfully operating in the space for at least six (6) consecutive months.

“Responsible person(s)” means any person, Lender, firm, association, corporation or any agent thereof owning, leasing, renting or having lawful possession of a Structure in the CBD.

“Structure” means any unimproved or improved real property, or portion thereof, situated in the City CBD, and includes the buildings or structure(s) located on said property regardless of condition.

“Vacant commercial space” means any portion of a street-level commercial Structure that, on or after January 1, 2024, is not occupied and has not been occupied during the preceding ninety (90) days.

14.16.040 General minimum maintenance requirements.

All Responsible Persons shall perform the following with respect to each Structure they own, lease, rent or lawfully possess:

- A. Maintain all exterior surfaces, including but not limited to doors, windows, door and window frames, cornices, porches, trim, balconies, decks, and fences, in good condition.
- B. Protect exterior wood surfaces, other than decay-resistant woods, from the elements and decay with paint or other protective covering or treatment. If protection of the surface is compromised, restore adequate protection within a reasonable time; for example, remove peeling, flaking or chipped paint and repaint the compromised surface.
- C. Cause all siding and masonry joints and joints between the building envelope and the perimeter of windows, doors, and skylights to be weather-resistant and watertight.
- D. Coat all metal surfaces subject to rust or corrosion, except those designed to be stabilized by oxidation, to inhibit rust and corrosion, after first stabilizing any existing rust and corrosion. Remove oxidation stains from exterior surfaces.
- E. Maintain all exterior walls free from moss, algae, dirt, grime, holes, breaks, and loose or decaying materials. Weatherproof and properly coat the surface of all exterior walls when required to prevent deterioration.
- F. Maintain the roof and flashing of all structures so that they are sound, tight, free of moss, algae or defects that admit rain, attract pests or create a public nuisance. Maintain adequate roof drainage to prevent dampness and deterioration in the walls and inside the structure. Maintain roof drains, gutters, and downspouts in good repair and free from obstructions.
- G. Maintain and keep Structure free of conditions including, but not limited to:

1. Weeds, dry brush, dead vegetation, trash, junk, debris, building materials and junk vehicles;
2. Accumulation of newspapers, circulars, flyers, notices (except those required by federal, state, or local law), and discard personal items including, but not limited to, furniture, clothing, or large and small appliances, and
3. Graffiti, tagging, or similar markings by removal or painting over with an exterior grade paint that matches and/or coordinates with the color of the exterior of the Structure.

H. Take any other action necessary to prevent giving the appearance that the Structure is vacant and/or abandoned.

I. Post the Structure with the name and twenty-four (24) hour contact phone number of the local property manager as follows:

THIS PROPERTY IS MANAGED BY [insert name], TO REPORT PROBLEMS OR CONCERNS, PLEASE CALL [insert phone number]. The posting shall be no less than eighteen inches by twenty four inches (18" x 24") and shall be of a font that is legible from a distance of at least forty five feet (45'). The posting shall be placed on the interior of a window to the front of the property (facing the street) so it is visible from the street, or secured to the exterior of the building/structure to the front of the property (facing the street) so it is visible from the street, or, if no such area exists, on a stake of sufficient size to support the posting in a location that is visible from the street to the front of the property but not readily accessible to vandals. Exterior posting must be constructed of, and printed with, weather resistant materials.

J. Monitor the Structure as necessary to prevent the creation of a nuisance.

K. Comply with other applicable portions of the Medical Lake Municipal Code, as now or hereafter amended.

14.16.050 Vacant commercial space registration.

A. At least one (1) Responsible Person for each Vacant Commercial Space must register that space with the City within ten (10) calendar days of the date the space becomes Vacant Commercial Space, as that term is defined in MLMC Section [14.16.030](#), unless:

1. The Vacant Commercial Space is the subject of a current, valid building permit for repair or rehabilitation and the Responsible Person provides proof, such as receipts, invoices or executed contracts, that the repair or rehabilitation is proceeding without significant delay;
or

2. The Vacant Commercial Space meets all applicable codes and regulations that apply to a permitted nonresidential use, and the Responsible Person is actively attempting to sell, lease, or rent the Structure (which is evidenced, in part, by appropriate signage); or

3. The Structure where the Vacant Commercial Space is located is the subject of a land use application for redevelopment for which approval has been granted, but building permits are pending and have yet to be issued (within 60 days).

B. A Vacant Commercial Space will be considered to be registered on the date the City receives, on a form provided by the building official and properly completed and signed by a Responsible Person, the following information:

1. The street address and parcel number of the Vacant Commercial Space;
2. The name, address, and daytime and evening telephone numbers of each Responsible Person for the Vacant Commercial Space, including any owner or tenant;
3. The period of time the Vacant Commercial Space is expected to remain vacant; and
4. Any other information requested by the building official for the administration of this chapter.

C. A Responsible Person must post the following notice inside every Vacant Commercial Space so as to be clearly visible to all potential tenants, lessees, renters or buyers upon entering such space but not visible from outside the space:

This Vacant Commercial Space is registered with the City of Medical Lake.

This Vacant Commercial Space may not meet all applicable codes and regulations, which may include codes and regulations required to occupy the space for a permitted use in the Central Business District.

The Vacant Commercial Space was registered on _____ [insert date]

D. A Responsible Person must renew the registration of each Vacant Commercial Space on or before January 1st of each year that such space remains vacant. A Responsible Person must submit the renewal application to the City on forms provided by the building official.

E. Upon satisfactory proof to the building official that the Vacant Commercial Space is occupied as defined in MLMC Section [14.16.030](#), the Vacant Commercial Space will be unregistered. Proof of physical occupation may include, but is not limited to, usable furniture, office equipment, retail inventory or other equipment and inventory in the Vacant Commercial Space that are consistent with the unit's intended use, and persons regularly present at and using such space for its intended use. Proof of physical occupancy must also include documentation, which may include, but is not limited to, a current, executed lease agreement, paid utility receipts reflecting payments for six (6) consecutive months from the month the Vacant Commercial Space is Occupied, or valid state and local business licenses, federal income

tax or City business and occupation tax statements indicating the subject space is the official business address of the person or business claiming occupancy.

F. The determination of the number of Vacant Commercial Spaces a Structure contains will be at the reasonable discretion of the building official.

14.16.060 Window displays for commercial spaces not occupied for thirty days.

When Commercial Space is unoccupied for more than thirty (30) days, a Responsible Person must take steps to maintain a vibrant streetscape and avoid adverse impacts on neighborhood character by applying measures to all ground-floor windows that face sidewalks, streets, or public open space as defined by City policies, which are consistent with and do not conflict with the provisions of this chapter, this code, or the Revised Code of Washington.

14.16.070 Fees for vacant commercial space registration.

A. At least one (1) Responsible Person shall pay an annual registration fee for each registered Vacant Commercial Space. At least one (1) Responsible Person must pay the fee to the City at the time the Vacant Commercial Space is registered and on January 1st of each year that such space remains vacant. The fee will be based on the duration of the vacancy as determined by the following scale:

1. Two hundred fifty dollars (\$250.00) for each space vacant for less than one (1) year;
2. Five hundred dollars (\$500.00) for each space vacant for at least one year (1) but less than two (2) years;
3. Seven hundred fifty dollars (\$750.00) for each space vacant for at least two (2) years but less than three (3) years; or
4. One thousand dollars (\$1,000.00) for each space vacant for at least three (3) years and for each year thereafter until the building is Occupied.

B. The fees are intended to defray the costs of administering MLMC 14.16.070 through [14.16.120](#), and may be amended, at any time, by resolution of the City Council.

14.16.080 Delinquent registration fees—Collection.

If a Responsible Person fails to pay the registration fee by the due date, the City is authorized to take action to collect the registration fee, including filing civil actions or turning the matter over to collection, in which case costs incurred by the City, including but not limited to attorneys' fees and costs, as a result of the collection process will be assessed to the Responsible Person or in addition to the registration fee.

14.16.090 Duty to amend registration statement.

Responsible Persons for any registered Vacant Commercial Space shall advise the building official, in writing, of any changes to the information on the registration form within thirty (30) days of the occurrence of the change.

14.16.100 Inspections.

The building official (or designee), or code enforcement officers, or both are authorized to conduct inspections to enforce the provisions of this chapter.

14.16.110 Enforcement.

A. Enforcement of the provisions of this chapter will be performed in accordance with Chapter [1.01](#).

B. No Responsible Person may violate or fail to comply with any provisions of this chapter. Each Responsible Person commits a separate offense for each and every day they commit, continue or permit a violation of any provision of this chapter.

C. All Responsible Persons or Structure owner for a Commercial Space are jointly and severally responsible with respect to that Commercial Space for compliance with the provisions of this chapter and for any payments that they may be required to make to the City under this chapter. If the Commercial Space is subject to a lease, the City shall have discretion to determine whether to enforce this chapter against the Responsible Person, Structure owner, or leasing party, , or all of them, but the City shall consider in this determination whether the lease provides that the compliance with this chapter is the responsibility of the Responsible Person, Structure owner, or leasing party.

14.16.120 Annual report.

The building official shall make a report to the City Council in January of every odd year on the status of the Vacant Commercial Space registration program.

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 1118**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE, SPOKANE COUNTY, WASHINGTON, AMENDING ORDINANCE NO. 1105, §1 (2022) AND THE 2023 FINAL BUDGET; PROVIDING FOR THE EFFECTIVE DATE THEREOF AND OTHER MATTERS PROPERLY RELATED THERETO.

WHEREAS, state law provides for the adoption of a budget by the City Council of the City of Medical Lake (“City Council”) for the purpose of making appropriations of the total estimated revenues for each separate department and the aggregate totals for all such funds combined; and

WHEREAS, subsequent to the adoption of the annual budget, it has become necessary to make changes to certain appropriations; and

WHEREAS, the following changes could not reasonably have been anticipated or known at the time Ordinance 1105 was passed by the City Council on December 20, 2022; and

WHEREAS, City Council has determined that the best interest of the City is served by amending the adopted budget approved in Ordinance 1105; and

NOW, THEREFORE, the City Council does hereby ordain as follows:

Section 1: Total appropriations reporting in Section 1 of Ordinance 1105 are hereby amended for expenditures from \$11,757,629 to \$13,854,904, removing budgeted ending balances and reflect actual appropriations for 2023.

Section 2: The following funds and departments contained in the 2023 Budget are hereby amended as set forth in Exhibit A, amendments 23.5 through 23.10, which adds appropriations for the General Fund (001), Municipal Court Department (120), Administrative Services Department (140), Library Department (720), Water Fund (401), Water – Restricted Fund (402), Water/Sewer O&M Managerial Fund (403), Water/Sewer Capital Managerial Fund (404), Solid Waste Fund (407), Wastewater Fund (408) Wastewater Collection (381) and Wastewater Treatment (382) Departments, and Wastewater – Restricted Fund (409).

Section 3: Severability. If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

Section 4: Effective Date. This Ordinance shall be in full force and effect five (5) days after passage, approval and publication in accordance with law.

INTRODUCED THIS 7th day of November, 2023.

ADOPTED THIS _____ th day of _____, 2023.

CITY OF MEDICAL LAKE,
WASHINGTON

Terri Cooper, Mayor

ATTEST:

Koss Ronholt, Finance Director/City Clerk

APPROVED TO FORM:

City Attorney, Sean P. Boutz

City Medical Lake
124 S. Lefevre Street
Medical Lake, WA 99022
509-565-5000

NOTICE OF ORDINANCE PASSED BY MEDICAL LAKE CITY COUNCIL

The following is the title and summary of Ordinance No. 1118 passed by the City of Medical Lake City Council on the ____th day of _____, 2023.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDICAL LAKE, SPOKANE COUNTY, WASHINGTON, AMENDING ORDINANCE NO. 1105, §1 (2022) AND THE 2023 FINAL BUDGET; PROVIDING FOR THE EFFECTIVE DATE THEREOF AND OTHER MATTERS PROPERLY RELATED THERETO.

The introductory paragraphs address the adoption of Ordinance 1105 providing for the City of Medical Lake’s annual budget and that certain appropriations were unknown at the time of its passage. Such appropriations now require amendment as contained therein.

Section 1: Amends the 2023 Budget to provide for the expenditures totaling up to \$222,275 and interfund transfers totaling up to \$1,875,000 over the appropriations passed in Ordinance 1105, as detailed in amendments 23.5 through 23.10.

Section 2: Sets forth the particular funds and departments that are to be amended in the 2023 Budget as contained in Exhibit A.

Section 3. Establishes a severability clause in the event some portion of the Ordinance is held invalid.

Section 4: Provides for an effective date of five (5) days after publication of the Ordinance.

The full text of the Ordinance is available at the City of Medical Lake offices as identified above. A copy will be mailed to any citizen without cost upon request from the City’s Clerk’s office.

Koss Ronholt, Finance Director/City Clerk

Published: _____

City Medical Lake
2023 Budget Amendments Detail
Amendments 23.5 – 23.10

Amendment 23.5: General Fund (001) Municipal Court Department (120); increase expenditure appropriations by \$6,500. Reimbursement to City of Cheney for Fifty Percent (50%) of Court Security costs for 2022 and 2023. The City of Medical Lake Code Enforcement Officer is now serving as Court Security, costs to be partially reimbursed by the City of Cheney.

Amendment 23.6: General Fund (001), Administrative Services Department (140); increase expenditure appropriations by \$43,000. Firewall and Server Refresh projects are being implemented to update server hardware and connect Public Works and Wastewater to firewall for increased security and accessibility, to be reimbursed partially by SLCGP Cyber Security Threat grant.

Amendment 23.7: General Fund (001) – Library Department (720); increase expenditure appropriations by \$1,775. The original Budget did not include insurance expenditure for Library.

Amendment 23.8: General Fund (001) – Administrative Services (160), Water Fund (401), Solid Waste Fund (407), and Wastewater Fund (408) – Wastewater Collection Department (381); decrease expenditure appropriations for the Administrative Services Department by \$24,000, increase expenditure appropriations for Water by \$9,000, increase expenditure appropriations for Solid Waste by \$6,000, increase expenditure appropriations for Wastewater – Wastewater Collection Department by \$9,000. A calculation error was made on Budget Amendment 23.3, resulting in an excessive decrease in Water, Solid Waste, and Wastewater Collection department budgets.

Fund	Description	Expenditures	Revenues
001	Admin Svcs	(\$24,000)	\$0
401	Water	\$9,000	\$0
407	Solid Waste	\$6,000	\$0
408-381	Wastewater - WWC	\$9,000	\$0

Amendment 23.9: Contingency Fund (106), General Fund (001); increase expenditure appropriations for the Contingency Fund by \$171,000, increase revenue appropriations for the Contingency Fund by \$171,000, and increase expenditure appropriations for the General Fund by \$171,000 The Gray Road Fire resulted in unanticipated expenditures, budget amendment would return fund to \$25,000 balance and account for transfer from General Fund to Contingency Fund

Amendment 23.10: Water/Sewer O&M Managerial Fund (403), Water/Sewer Capital Managerial Fund (404), Water Fund (401), Water – Restricted (402), Wastewater Fund (408), and Wastewater – Restricted Fund (409); increase expenditure appropriations for Water/Sewer O&M Managerial Fund by \$690,000, increase expenditure appropriations for Water/Sewer Capital Fund by \$1,185,000, increase revenue appropriations for Water fund by \$345,000, increase revenue appropriations for Water – Restricted Fund by \$285,098, increase revenue appropriations for Wastewater Fund by \$345,000, increase revenue appropriations for Wastewater – Restricted Fund by \$899,902. Water and Wastewater (formerly Sewer) funds were housed together prior to 2023, then funds were temporarily moved to managerial funds to facilitate distribution to appropriate funds. Funds shall be split accordingly: Half of Water/Sewer O&M Managerial Fund shall be transferred to Water and half to Wastewater; 24% of Water/Sewer Capital Managerial Fund shall be transferred to Water – Restricted and 76% to Wastewater – Restricted. The additional reallocation to Wastewater – Restricted matches the additional appropriations that were allocated to Public Works for equipment purchases in FY 2023.