

City of Royal City



2014 FINAL ANNUAL BUDGET

MESSAGE FROM THE MAYOR

This proposed budget for the fiscal year 2014 includes the following important items.

1. In my opinion we need to try to get our excellent staff near the average for small cities. I have suggested a 5% increase in pay for all city employees, along with an increase at the base level for some employees.
2. This budget also includes a 3% increase in our water rate. It is my opinion that it is better to slowly raise this rate each year rather than wait until the city needs a large increase to support a proposed capital project. Water continues to be a major concern for the city. Our 50 year old delivery system is in need of a major update. We will most likely have to fund at least 50% up front. I would prefer this to increasing our debt load. We will most likely start the Camelia Street project this year and will need committees to address the Camelia beautification project. It should really enhance the aesthetic value of the city.
3. I would like to set aside \$66,000 dollars for working on our residential streets. The county will be in this area in 2015 to reseal county roads. They will not charge us for mobilization costs if we use them, when they are here, for our projects. I would like to have around \$250,000 or more to be able to improve our residential streets.

I appreciate all the time the City Council put into studying the budget. I hope 2014 will be a wonderful and productive year for the City of Royal City.

Sincerely,
Preston Kent Andersen, Mayor

MISSION STATEMENT

We are dedicated to serving the needs and desires of our citizens by:

- Offering excellent professional services to all customers.
- Establishing, improving and maintaining City infrastructure.
- Providing a safe, healthy environment.
- Creating a sense of community.
- Maintaining the small-town, rural character of Royal City.

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City and other Local Officials

Mayor

P. Kent Andersen

Council Members

Andy Anderson

Gary Fanning

Rick Farrer

Lisa Renteria

Hector Rodriguez

Finance Director

Kelly Collins

Police Chief

Darin Smith

Public Works Director

John Lasen

Deputy City Clerk

Sherrie Rodriguez

Public Works

Keith Hebdon

Mauricio Romero

Police Officers

Reynaldo Rodriguez

Jose Rivera

City Attorney

Katherine Kenison

City Engineers

Gray & Osborne, Inc.

City Planner

Plan It Consulting

Darryl Piercy

City Building Official

The Permit Center

Darryl Piercy

Librarian

Shannon Stewart

Municipal Court Services

Grant County District Court

Grant County Commissioner

District 3

Cindy Carter

Grant County Dist 10 Fire Chief

Brian Evans

Grant County Sheriff

Tom Jones

Legislative District: 13

Senator: Janea Holmquist Newbry

Representatives: Judy Warnick &

Bill Hinkle

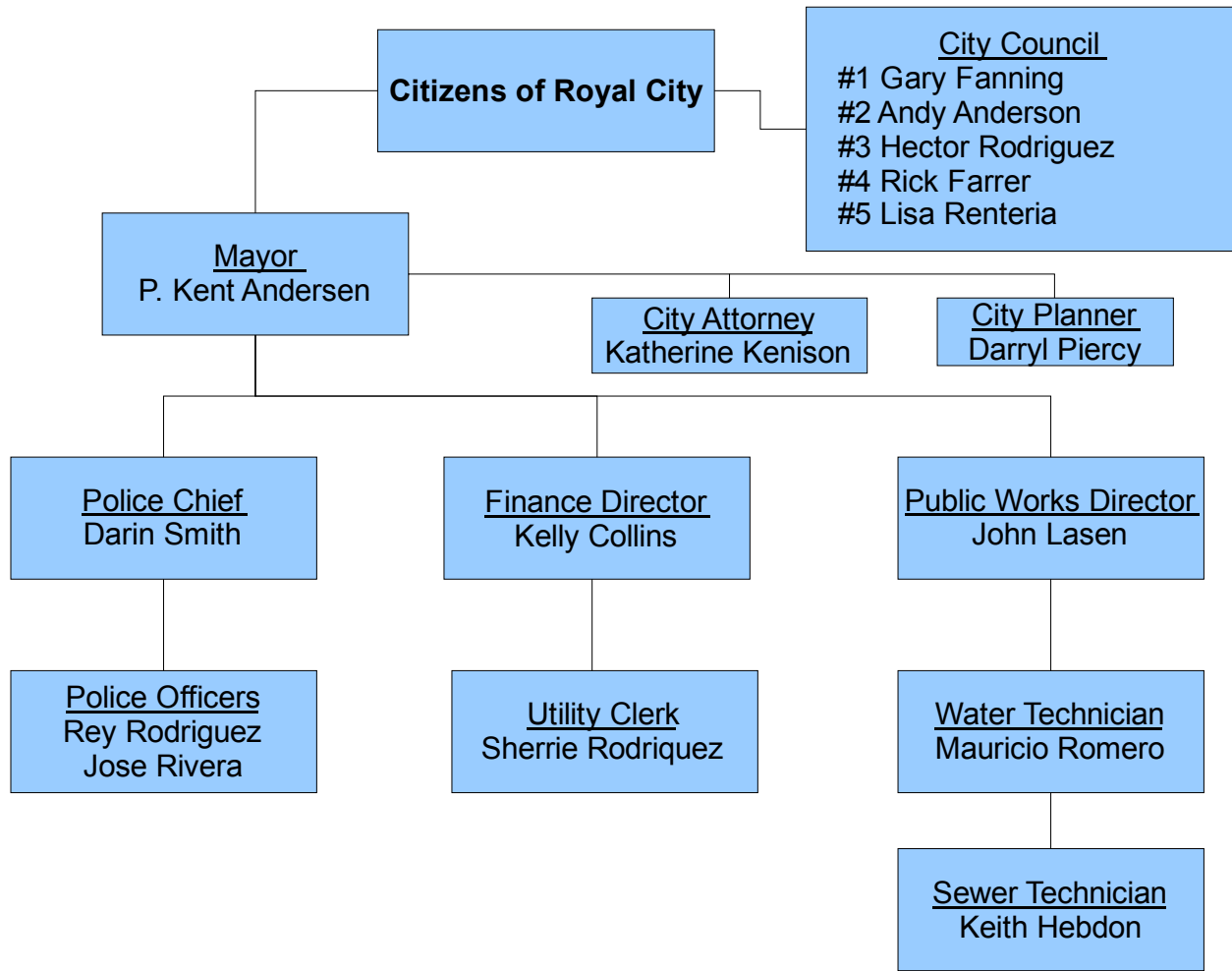
Congressional District: 4

U.S. Senators: Patty Murray &

Maria Cantwell

Representative: Doc Hastings

CITY OF ROYAL CITY ORGANIZATIONAL CHART



CONTACT INFORMATION

City of Royal City
445 Camelia St, NE
PO Box 1239
Royal City, WA 99357

City Hall 509-346-2263
Police 509-346-2212
FAX 509-346-2040
Website: www.royalcitywa.org

Email Addresses

Chief Smith: 7R1@royalcitywa.org
 John Lasen: rcpw@royalcitywa.org
 Kelly Collins: kelly@royalcitywa.org
 Sherrie Rodriguez: sherrie@royalcitywa.org

BUDGET MESSAGE

Budgeting is the Art of Accomplishing the Goals and Priorities of the City Using the Limited Revenue Available to the City.

Budgeting is an essential element of the financial planning, control and evaluation processes of government. The process involves establishing goals and priorities, and determining the types and levels of services to be provided. Then a forecast of the revenues that will be available to the City in the future is made. That anticipated revenue must be allocated among various departments, programs, or functions in the most effective way to accomplish the goals and provide the services that were identified during the planning process. In recent years, it has been quite common that the revenues available are not adequate to accomplish all of City's goals and projects.

Currently the City of Royal City provides the following services and facilities:

- Law Enforcement
- Municipal Water System
- Municipal Sewer System
- Solid Waste Collection
- Street and Road Maintenance
- Library
- Parks
- Community Center
- Animal Control
- Economic/Community Development
- Planning and Zoning
- Building Inspection
- Emergency Preparedness

The City's Budget and Accounting Systems are Organized on a Fund Basis

As required by state law, the City of Royal City's accounting and budgeting systems are organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities.

This is an important concept. It means that the City's budget is different from a household budget or even the budgets of most businesses. To put the fund concept in perspective, a fund to a local government is what a subsidiary corporation is to a business conglomerate. Like the subsidiary, the fund is independent. Each fund has its own purpose and is accounted for as a separate entity. Each fund must balance on its own. A shortfall in one fund cannot be offset by an excess in another fund.

State law requires that funds are budgeted on a cash basis.

The Budget Provides a Control Mechanism throughout the Year

Financial control and evaluation procedures typically focus on ensuring that fixed expenditure limitations (appropriations) are not exceeded, and on comparing estimated and actual revenues and expenditures.

The budget authorizes and provides control of financial operations during the fiscal year. Upon adoption, the expenditure estimates, as modified by the Council, are enacted into law through the passage of an appropriations ordinance.

The appropriations constitute maximum expenditure authorizations during the fiscal year and cannot legally be exceeded until subsequently amended by the Council. Expenditures are monitored through the accounting system to ensure budgetary compliance.

Budgeting is Planning

While typically thought of as a financial activity done to satisfy state law, budgeting is the process of planning. Fiscal planning involves all elements of government and should be considered one of the most important functions for City officials.

The processes of budgeting will not only allocate fiscal resources to meet needs and provide services, but will also set a direction for the future. The elements of good planning include identifying community needs, City resources, the capability to meet community needs, and a plan to match such resources to the needs.

The two primary and most important functions of a City Council are (1) to set goals and policies for the City and (2) adopt an annual budget for the City. Throughout the year,

the City Council considers a variety of proposals and suggested goals and policies. What is important to remember is that there is a direct relation of the adopted goals and policies to the budget.

The primary functions of the City Council – budget and setting policy – are closely interrelated. The priorities and policies set by the Council direct where the City's money will go. The policies adopted by a City Council are empty unless they are funded through the budget, and the most important policies should receive the first funding. Likewise, the budget is not just numbers to be shifted and juggled. The real consequence of the budget is a street that is paved or remains full of potholes; a public concern, such as emergency preparedness, that is addressed or not; and public services that are antiquated or safe and efficient.

The Budget is presented to reveal the Planning that Underlies Budget Development

Traditionally, budgets have been presented as rows of numbers aligned in several columns across numerous pages. Many communities now believe that this traditional presentation is unrepresentative, even misleading. Pages and pages of numbers tend to draw attention to the numbers themselves and away from the larger policies and goals of a community.

The two primary functions of a City Council are (1) to set goals and policies for the City and (2) adopt an annual budget for the City. The budget document should show the link between those functions – a street repaired, a leaking water main fixed, emergency preparedness, parks maintained, law enforcement services provided, and the host of other services and facilities. The budget should show the goals and priorities of the Council. The most important policies should receive the first funding, and the budget document should show that.

In short, the budget document is the link to the other primary function of the City Council, establishing goals and policies for the City; the budget is not presented only as pages full of numbers, but as projects to be accomplished or to be shelved for the future.

What the Budget has done: 2013 Accomplishments

- Maintained basic services for citizens – law enforcement, water system, sewer, garbage, park, planning, building inspection, etc.
- Set aside contingency reserves in order to maintain fund balances
- Funded capital transfers and City debt obligations
- Funded yard waste program
- Provided for continuing education and certification of City Council Members and City Staff
- Continued the annual street maintenance program
- Refinanced City Revenue Bonds, saving the city \$400,000 in interest

What the Budget Can Do: 2014 Goals

- Maintain basic services for citizens – law enforcement, water system, sewer, garbage, park, planning, building inspection, etc.
- Make repairs to certain City streets as a part of continued repair and maintenance and set aside funds for major street improvements
- Set aside contingency reserves in order to maintain fund balances
- Fund capital transfers and City debt obligations
- Set aside funds for the replacement of city water system infrastructure
- Provide for continuing education of Council Members and City Staff

City Funds:

CURRENT EXPENSE – This is Fund No. 001 in the Budget.

What is paid from this Fund: The Current Expense Fund is the most active fund. It is the general purpose fund. This fund provides money for several different functions within the City, including Mayor/Council; Administration; Police; Planning & Building; Parks and Community Center

Summary of Revenue Sources for this Fund: (Reference Notes & Comments)

Beginning Net Cash & Investments	\$526,000
Taxes	
Real & Personal Property Taxes	
Retail Sales & Use Tax	
Utility Taxes	\$ 418,732
Licenses & Permits	
Business Licenses	
Building Permits	
Dog Licenses	
Misc. Licenses/Permits	\$ 17,360
Intergovernmental Revenue	
PUD Privilege Tax	
City Assistance	
Criminal Justice	
Judicial Salary Contribution	
PILOT Grant Co Housing	
Liquor Board Profits	\$ 104,725
Charges for Services	
Copies, Faxes	
Zoning & Subdivision Costs	
Plan Check Fees	
Other Planning & Development	
Hearing Examiner	\$ 6,350
Fines & Forfeits	
Traffic Infraction Penalties	
Parking Infraction Penalties	
Ordinance Violation Penalties	\$ 1,560

and October 31. Collections are remitted to the City in month following collections by the County Treasurer to the appropriate taxing district by the County Treasurer. Property taxes are shared by multiple agencies. The majority of tax dollars received by Grant County based on evaluations within the City of Royal City are used for school district funding.

The City is permitted by law to levy up to \$3.60 per \$1,000 of assessed valuation for general government services. By state initiative, property tax is currently capped at a 1% increase plus the value of any annexations, new construction and changes in state assessed values.

Utility Taxes are a utility charge on all telephone and electric businesses conducted within the City. The amount is 6% of gross income generated by the business within the City limits. This is a tax on the business, not the customer. However, the Washington Utilities and Transportation Commission does allow businesses to take into consideration taxes paid in establishing rates.

The City imposes a 10% utility tax on gross sales of its own utilities. These monies are transferred out monthly from the Water and Sewer Fund by the City Treasurer into the General Fund and then 4% is transferred to the Capital Improvement Fund.

Criminal Justice funding is grant funding used to assist local governments with funding to meet rising criminal justice needs. The grant funding is provided by the State's General Fund. The grant amount is established by CTED and is distributed quarterly.

Liquor Board Profits are monies residing in the State Liquor Revolving Fund. 40% of the total distribution to cities is ratable on the basis of population. 2% of the City's allocation, by statute, is redistributed to the County to be used for alcoholism treatment programs.

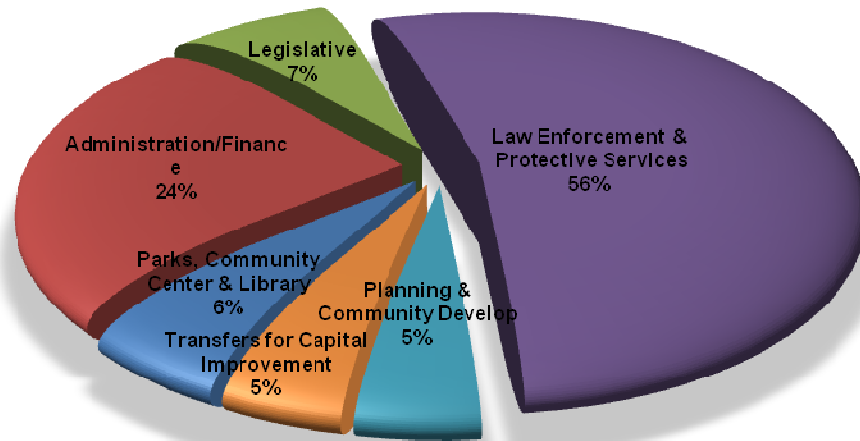
Investment Interest is a rate of return that the City receives on investments. City Finance Director advises that interest rates are at historically low levels; and interest revenue projections for all funds are based on a ½ to 1% return rate. With the current market conditions, the returns for 2014 are expected to be similar in profit as 2013. The City of Royal City invests with the State Investment Pool and the Grant County Investment Pool.

Summary of Programs be financed by the Current Fund in 2014:

Programs

Legislative/Judicial	\$ 38,720
Judicial	\$ 1,200
Finance	\$ 90,729
Law Enforcement	\$327,522
Fire Hydrants	\$ 6,300
Protective Inspections	\$ 5,500
Emergency Services	\$ 50
Animal Control	\$ 300
Vehicle Storage Building	\$ 2,700
Planning & Community Dev	\$ 22,400
Public Health	\$ 3,440
Library	\$ 5,080
Community Center	\$ 1,000
Parks	\$ 32,374
Non Expenditures	\$ 2,044
Debt Service	\$ 12,251
Capital Expenditures	\$ 1,950
Transfers	<u>\$ 60,400</u>
<u>Total Program Expenditures</u>	\$613,960
Beginning Fund Balance	\$526,000
Total Estimated Revenues	\$570,807
Total Estimated Expenditures	\$613,960
Ending Fund Balance	<u>\$482,847</u>

Current Expense Fund - Expenses



STREET FUND– This is Fund No. 101 in the Budget.

What is paid from this Fund: The Street Fund is used for maintenance and repairs of all City streets and arterials located within the City limits. It also pays for street lighting costs.

Revenue Sources for this Fund: (Reference Notes & Comments)

Beginning Net Cash & Investments	\$ 80,000
Taxes	
Franchise Fees	\$ 17,000
Intergovernmental Revenue	
Motor Vehicle Fuel Taxes	\$ 43,430
State Transportation Portion (STP)	\$ 25,000
Charges for Services	
Street Cutting Fee/Repair	\$ 100
TBD Revenue	\$ 12,000
Misc. Revenue	
Investment Interest	
Other	\$ 1,300
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$178,830</u>

Notes and Comments

Motor Vehicle Fuel Taxes are taxes on motor vehicle fuels from the prior month's collection that are to be used for the construction, improvements, and repairs of streets and roads. The monthly distribution is based on population ratio. The City of Royal City actively maintains its City street system through a series of crack and chip sealing, hot and cold patches, road reconstruction, gravel conversions and overlays.

Summary of Programs to be financed by the Street Fund in 2014:

<u>Programs</u>	
Street Maintenance	\$ 53,556
Debt Service	\$ 2,117
Capital Expenditures	\$ 500
Transfer to Street Construction	\$ 26,000
<u>Total Program Expenditures</u>	\$ 82,173
Beginning Fund Balance	\$ 80,000
Total Estimated Revenues	\$ 98,830
Total Estimated Expenditures	\$ 82,173
Ending Fund Balance	\$ 96,657

STREET CONSTRUCTION – This is Fund No. 102 in the Budget.

What is paid from this Fund: The Street Construction Fund is used for Capital Expenditures on City streets and arterials located within the City limits.

Revenue Sources for this Fund: (Reference Notes & Comments)

Beginning Net Cash & Investments	\$ 80,844	
Grants (None anticipated in 2013)		
REET Real Estate Excise Tax	\$ 8,000	
Investment Interest	\$ 1,450	
Transfers in from Street Fund	\$ 26,000	
Transfers in from General Fund	\$ 40,000	
<u>Total Revenues (Including Beginning Fund Balance)</u>		<u>\$156,294</u>

Notes and Comments

City is saving for 2015 street repairs in conjunction with Grant County Road District.

Summary of Programs to be financed by the Street Fund in 2014:

Programs

Capital Expenditures	\$	0
<u>Total Program Expenditures</u>	\$	0
Beginning Fund Balance	\$	80,844
Total Estimated Revenues	\$	75,450
Total Estimated Expenditures	\$	0
<u>Ending Fund Balance</u>	\$	<u>156,294</u>

PARK PURCHASE FUND– This is Fund No. 105 in the budget.

What is paid from this Fund: These funds are set aside to purchase a city park.

Revenue Sources for this Fund: (Reference Comments & Notes)

Beginning Net Cash & Investments	\$ 88,512	
Investment Interest	\$ 300	
<u>Total Revenues (Including Beginning Fund Balance)</u>		<u>\$ 88,812</u>

Comments & Notes

In 1975 City of Royal City received a grant from IAC in the amount of \$4,920 to acquire 8.2 acres of land for future development of a city park. In 1994 the undeveloped land was sold for low income housing development which put the city in a land conversion position with IAC. Mayor Andersen is currently working to resolve this issue with RCO (Recreation and Conservation Office which has replaced the IAC). The city must replace the park land property at the fair market value at the time of the conversion of the park land in 1994. In 2013 the City sold city-owned park property to Janetts that was purchased years ago and deemed unsuitable as a replacement purchase by IAC.

Programs to be financed by the Municipal Capital Improvement Fund in 2014:

<u>Programs</u>	
Capital Expenditures/Park Purchase	\$ 88,812
<u>Total Expenditures</u>	\$ 88,812
Beginning Fund Balance	\$ 88,512
Total Estimated Revenues	\$ 300
Total Estimated Expenditures	\$ 88,812
<u>Ending Fund Balance</u>	<u>0</u>

CAPITAL IMPROVEMENT – This is Fund No. 107 in the budget.

What is paid from this Fund: The Municipal Capital Improvement Fund finances, depending on availability of funds, local improvements to City buildings, land and patrol vehicles.

Revenue Sources for this Fund: (Reference Comments & Notes)

Beginning Net Cash & Investments	\$ 106,200
Grants	
Traffic Safety Comm Grant	\$ 2,000
Fines & Forfeitures	\$ 600
Misc. Revenue	
Investment Interest	\$ 1,400
Transfers from Current Expense Fund	
4% Utility Tax	\$ 3,474
Administration	\$ 1,000
Police	\$ 15,000
Animal Control	\$ 250
Library	\$ 500
Park	\$ 250
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$ 130,674</u>

Comments & Notes

Real Estate Excise Tax is the local portion (1/4 of 1%) of a tax that is collected upon the sale of real and personal property (land and/or structures) within Royal City. This tax is collected by the Grant County Treasurer and distributed to the City monthly. Its main purpose is to help pay for capital improvements for city parks.

Programs to be financed by the Capital Improvement Fund in 2014:

Programs

PD Capital Exp (Traffic Safety Grant)	\$ 2,000
City Beautification Projects	\$ 5,000
<u>Total Expenditures</u>	\$ 7,000
<hr/>	
Beginning Fund Balance	\$106,200
Total Estimated Revenues	\$ 24,474
Total Estimated Expenditures	\$ 7,000
Ending Fund Balance	\$123,674
<hr/>	

WATER – This is Fund No. 401 in the budget.

What is paid from this Fund: The Water Fund maintains our water system.

Revenue Sources for this Fund (Reference Comments & Notes):

Beginning Net Cash & Investments **\$210,000**

Charges for Services

Water Sales	\$ 393,000
Fire Protection Services	\$ 3,500
Cut In/Cut Out Fees	\$ 99
Water Connection Fees	\$ 1,700
Fire Hydrants (General Fund Rent from Water)	\$ 6,300

Misc. Revenue

NSF Fees	\$ 20
Investment Interest	\$ 9,500
Water User Penalties	\$ 11,000
Cash Over/Under	\$ 5

Total Revenues (Including Beginning Fund Balance) **\$ 635,124**

Summary of Programs and Continuing Governmental Obligations to be financed by the Water Fund in 2014:

<u>Programs</u>	
Administration	\$143,263
Maintenance	\$ 48,244
Operations	\$101,362
Debt Service	\$109,700
Capital Expenditures	\$ 650
Transfer out to Water Capital Imprv	\$ 0
<u>Total Water Expenditures</u>	<u>\$403,219</u>

Beginning Fund Balance	\$210,000
Total Estimated Revenues	\$425,124
Total Estimated Expenditures	\$403,219
Ending Fund Balance	<u>\$231,905</u>

Comments & Notes

The City's water rates support all water related functions, including overhead costs, transfers out to capital funds, utility taxes, and water-related debt service. In 2014, the water fund will transfer out \$43,900 for utility taxes to the Current Expense Fund.

SEWER – This is Fund No. 402 in the budget.

What is paid from this Fund: The Sewer Fund maintains our water system.

Revenue Sources for this Fund (Reference Comments & Notes):

Beginning Net Cash & Investments	\$ 230,000
Charges for Services	
Sewer Receipts	\$ 333,470
Sewer Connection Fees	\$ 1,100
Misc. Revenue	
Investment Interest	\$ 3,800
Spray Field Lease	\$ 2,161
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$570,531</u>

Summary of Programs and Continuing Governmental Obligations to be financed by the Sewer Fund in 2014:

<u>Programs</u>	
Administration	\$124,745
Maintenance	\$ 53,444
Operations	\$118,042
Debt Service	\$106,177
Capital Expenditures	\$ 650
Transfer out to Sewer Capital Imprv	\$ 0
Transfer out to WRF Equipment	\$ 0
<u>Total Water Expenditures</u>	\$403,058
<hr/>	
Beginning Fund Balance	\$230,000
Total Estimated Revenues	\$340,531
Total Estimated Expenditures	\$403,058
Ending Fund Balance	\$167,473

Comments & Notes

The City's sewer rates support all sewer related functions, including overhead costs, transfers out to capital funds, utility taxes, and sewer-related debt service. In 2014, the sewer fund will transfer out \$31,800 to the Current Expense Fund for utility taxes.

WATER CONSTRUCTION FUND– This is Fund No. 405 in the budget.

What is paid from this Fund: Water System Construction

Revenue Sources for this Fund: (Reference Comments & Notes)

Beginning Net Cash & Investments	\$ 185,842
Transfer from Water Capital Improvement	\$ 0
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$ 185,842</u>

Comments & Notes

This fund is used when there is an active water capital improvement project.

Programs to be financed by the Water Capital Improvement Fund in 2014:

<u>Programs</u>	
Capital Outlay Well No. 4	\$0
<u>Total Expenditures</u>	\$0
<hr/>	
Beginning Fund Balance	\$185,842
Total Estimated Revenues	\$ 0
Total Estimated Expenditures	\$ 0
<u>Ending Fund Balance</u>	<u>\$185,842</u>

REFUSE – This is Fund No. 415 in the budget.

What is paid from this Fund: The Refuse Fund maintains administration of the refuse collection.

Revenue Sources for this Fund (Reference Comments & Notes):

Beginning Net Cash & Investments	\$ 2,750
Charges for Services	
Refuse Receipts	\$193,000
Yard Waste Fees	\$ 250
Misc. Revenue	
Investment Interest	\$ 300
<u>Total Revenues(Including Beginning Fund Balance)</u>	<u>\$196,300</u>

Summary of Programs and Continuing Governmental Obligations to be financed by the Water Sewer in 2014:

	<u>Programs</u>	
Refuse Expenses		\$181,423
	<u>Total Refuse Expenditures</u>	\$181,423
<hr/>		
Beginning Fund Balance		\$ 2,750
Total Estimated Revenues		\$193,550
Total Estimated Expenditures		\$181,631
Ending Fund Balance		\$ 14,669

Comments & Notes

The City's refuse rates support all refuse related functions, including the yard waste facility, and to pay for the contracting services of Consolidated Disposal.

CONSUMER DEPOSIT FUND – This is Fund No. 420 in the budget.

What is paid from this Fund: Customer utility deposits

Revenue Sources for this Fund (Reference Comments & Notes):

Beginning Net Cash & Investments	\$ 29,000
Customer Deposits	\$ 600
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$ 29,600</u>

Summary of Programs:

<u>Programs</u>	
Customer Deposit Refunds	\$ 600
<u>Total Expenditures</u>	\$ 600

Beginning Fund Balance	\$ 29,000
Total Estimated Revenues	\$ 600
Total Estimated Expenditures	\$ 600
Ending Fund Balance	\$ 29,000

Comments & Notes

Utilities Deposits are held and refunded in this fund.

WATER CAPITAL IMPROVEMENT – This is Fund No. 437 in the budget.

What is paid from this Fund: The Water System Capital Fund was established to finance capital water system improvements.

Revenue Sources for this Fund (Reference Comments & Notes):

Beginning Net Cash & Investments	\$460,000
Water System Development Fees	\$ 2,700
Investment Interest	\$ 8,000
Transfers In from Water Fund	\$ 0
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$470,700</u>

Capital Improvement Projects to be financed by the Water System Capital Improvement Fund in 2014:

<u>Programs</u>	
Meter Replacement Schedule	\$ 5,000
Water Storage Tank Maintenance	\$ 30,000
Transfer to Water Construction	\$ 0
Total Expenditures	\$ 35,000
Beginning Fund Balance	\$460,000
Total Estimated Revenues	\$ 10,700
Total Estimated Expenditures	\$ 35,000
Ending Fund Balance	<u>\$435,700</u>

Comments & Notes

SEWER CAPITAL IMPROVEMENT – This is Fund No. 439 in the budget.

What is paid from this Fund: The Sewer System Capital Fund was established to finance capital sewer system improvements.

Revenue Sources for this Fund (Reference Comments & Notes):

Beginning Net Cash & Investments	\$156,500
Sewer System Development Fees	\$ 1,950
Transfers In from Sewer Fund	\$ 0
Investment Interest	\$ 3,600
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$162,050</u>

Programs and Continuing Governmental Obligations to be financed by the Sewer System Capital Improvement Fund in 2014:

<u>Programs</u>	
Capital Improvements	\$ 0
Total Expenditures	\$ 0
Beginning Fund Balance	\$156,500
Total Estimated Revenues	\$ 5,550
Total Estimated Expenditures	\$ 0
Ending Fund Balance	<u>\$162,050</u>

Comments & Notes

WRF Equipment Replacement Fund – This is Fund No. 440 in the budget.

What is paid from this Fund: Replacement equipment for the Water Reclamation Facility.

Revenue Sources for this Fund:

Beginning Net Cash & Investments	\$243,000
Intergovernmental Revenue	
Transfer from Sewer Fund 402	\$ 0
Misc. Revenue	
Investment Interest	\$ 4,500
<u>Total Revenues (Including Beginning Fund Balance)</u>	<u>\$247,500</u>

Programs and Continuing Governmental Obligations to be financed by the Sewer Capital Maintenance Fund in 2014:

<u>Capital Expenditures</u>	
Replace Mechanical Mixers	\$25,000.00
Replace Analytical Equipment	\$ 6,500.00
WWRF Equipment Replacement	\$ 3,500.00
Total Expenditures	<u>\$35,000.00</u>
Beginning Fund Balance	\$243,000
Total Estimated Revenues	\$ 4,500
Total Estimated Expenditures	\$ 35,000
Ending Fund Balance	\$212,500

Comments & Notes

ORDINANCE 13-14

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF ROYAL CITY, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2014

WHEREAS, the Mayor of the City of Royal City, Washington, completed and placed on file with the City Finance Director a proposed budget and estimate of the amount of the moneys required to meet the public expenses, reserve funds and expenses of government of said city for the fiscal year ending December 31, 2014, and a notice was published that the Council of said city would meet on the 3rd day of December, 2013, at 7:00 pm, at the council chambers in the City Hall of said city for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said city an opportunity to be heard upon said budget; and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Royal City for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said city for said year and being sufficient to meet the various needs of said city during said period.

NOW, THEREFORE the City Council of the City of Royal City do ordain as follows:

Section 1: That the budget for the City of Royal City, Washington, for the year 2014 is hereby adopted at the fund level in its final form and content as set forth in the document entitled City of Royal City 2014 Annual Budget, three copies of which are on file in the Office of the City Finance Director

Section 2: Estimated resources for each separate fund of the City of Royal City, and aggregate expenditures for all such funds for the year 2014 are set forth in a summary form below, and are hereby appropriated for expenditure at the fund level during the year 2014 as set forth in the City of Royal City 2014 Annual Budget.

<u>Fund</u>	<u>Appropriated Revenues</u>	<u>Appropriated Expenditures</u>
001 Current Expense	1,096,807.00	1,096,807.00
101 Streets	178,830.00	178,830.00
102 Street Construction	156,294.00	156,294.00
105 Park Purchase Fund	88,812.00	88,812.00
107 C/E Reserve Fund	130,674.00	130,674.00
401 Water	635,124.00	635,124.00
402 Sewer	570,531.00	570,531.00
405 W/S Construction	185,842.00	185,842.00
415 Refuse	196,300.00	196,300.00
420 Consumer Deposit Fund	29,600.00	29,600.00
437 Water Capital Improvement Fund	470,700.00	470,700.00
439 Sewer Capital Improvement Fund	167,050.00	167,050.00
440 WRF Equip Replacement Fund	<u>247,500.00</u>	<u>247,500.00</u>
Totals:	4,154,064.00	4,154,064.00

Section 3: The City Finance Director is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and to the Association of Washington Cities.

Section 4: This ordinance shall be in full force and take effect five days after its publication according to law.

2014 Salary Schedule

<u>Elected Officials</u>	<u>Maximum</u>
Mayor	\$ 7,200.00
Council Members	\$ 1,440.00
<u>Classification</u>	<u>Maximum</u>
Finance Director	\$60,562.00
Police Chief	\$68,816.00
Police Officer 1	\$44,404.00
Police Officer 2	\$47,513.00
Deputy Clerk	\$43,680.00
Public Works Director	\$53,911.00
Public Works Water	\$43,274.00
Public Works Sewer	\$43,274.00

**2014 Salary Schedule
Division of Payroll & Benefits**

Finance Director:	CE – 50%	Water – 25%	Sewer 25%
Police:	CE – 100%		
Mayor/Council:	CE – 100%		
Public Works Director:	Water – 50%	Sewer – 41.67%	Streets – 8.33%
Public Works/Water Tech:	Water – 58.33%	Sewer – 16.68%	Streets – 8.33%
	Parks – 15%	Refuse – 1.66%	
Public Works/Sewer Tech:	Water – 16.66%	Sewer – 83.34%	
Deputy Clerk:	Water – 33.33%	Sewer – 33.33%	Refuse – 1.67%
	CE – 30%	Parks – 1.67%	

PASSED by Council and APPROVED by the Mayor this 3rd day of December 2013.

APPROVED:

P. Kent Andersen, Mayor

ATTEST:

Kelly Collins, Finance Director

APPROVED AS TO FORM:

Katherine Kenison, City Attorney

PASSED the 3rd day of December, 2013
APPROVED the 3rd day of December, 2013
PUBLISHED the 10th day of December, 2013