

Subject: Ordinance #1587 – City of Ruston Budget for Fiscal Year 2024

Dept. Origin: Mayor’s Office
Prepared by: Jennifer Robertson
For Agenda of: November 5, 2024
Exhibits: Ordinance No. 1587

Proposed Council Action:

This is on for First Reading of the City of Ruston Fiscal Year 2025 Budget.

Initial & Date

Concurred by Mayor: _____
Approved by City Planner: _____
Approved as to form by City Atty: JSR/11-1-24
Approved by Finance Director: _____
Approved by Department Head: _____

INFORMATION / BACKGROUND

In accordance with State law,¹ the Mayor of the City of Ruston will complete and place on file with the City Clerk-Treasurer a proposed preliminary budget and estimate of the amount of monies required to meet the public expenses, interest, reserve funds, and expense of government of the city of Ruston for the fiscal year ending December 31, 2025. The Council is required to adopt its budget ordinance prior to January 1, 2025.²

On October 15, 2024 the Council held a public hearing regarding property taxes and the 2025 tax levy. On November 5, 2024, the Council will hold a preliminary public hearing to hear from the public about their budget priorities. The final public hearing on the budget will be held on November 19, 2024. The final public hearing must take place prior to budget adoption. The City is required to pass the budget before the end of this calendar year.

The City Council Budget consideration schedule for Fiscal Year 2025 is as follows:

Mayor’s Budget Message to Council:	_____, 2024
Council discussion of revenue sources:	October 15, 2024
Public Hearing on Revenue Sources	October 15, 2024
Public Hearing on Preliminary Budget	November 5, 2024
Adoption of Tax Levy Ordinance No. 1583	November 5, 2024
Public Hearing on Proposed Budget	November 19, 2024
Budget Discussion #1:	October 15, 2025
Budget Discussion #2:	November 5, 2025
Budget Discussion #3:	November 19, 2025

¹ RCW 35A.33.052.

² RCW 35A.33.075.

Prior to budget adoption, the City Clerk will have fully complied with state law³ by publishing notice of the availability of the budget for public review and publishing notice of the required public hearings on the City’s proposed tax levy and budget, including a preliminary and final budget hearing.

BUDGET OVERVIEW

The proposed Total Revenues forecasted are \$8,242,302, consisting of Beginning Balances in the amount of \$2,064,722 plus interfund transfers in of \$307,000, and operating revenues of \$5,870,580. The Total Expenditures proposed are \$8,242,302, consisting of operating expenses in the amount of \$5,975,270, plus Interfund transfers out of \$307,000, and Ending Balances of \$1,960,032.

The proposed budget by funds is as follows:

Fund	Fund Name	2025 Revenues Budget	2025 Interfund Transfers In	2025 Interfund Transfers Out	2025 Appropriations Budget
001	General Fund	\$ 2,541,880			\$ 2,779,862
005	Surplus Fund	\$ 2,000		\$ 50,000	
050	Pt. Ruston Development				
101	Street Fund	\$ 774,400			\$ 772,455
105	Street Reserve Fund				
110	Winnifred Street Fund				
130	Affordable Housing	\$ 60,000			
301	Capital Construction Fund	\$ 75,000			\$ 24,000
401	Electric Utility Fund	\$ 1,368,300		\$ 75,000	\$ 1,224,061
402	Electric Utility Reserve Fund		\$ 75,000		\$ 90,000
403	Sewer Utility Fund	\$ 783,500		\$ 182,000	\$ 608,637
404	Sewer Utility Reserve Fund				

³ RCW 35A.33.060 and RCW 84.55.120.

407	Storm Sewer Fund	\$	102,500		\$	94,344
410	Sewer Debt Service Fund			\$	182,000	\$ 181,215
411	Electric Meter Deposit Fund	\$	18,000			\$ 12,000
622	W.R. Rust Playfield Fund	\$	13,000			\$ 10,720
624	School Building Fund	\$	132,000	\$	50,000	\$ 177,976
		\$	5,870,580	\$	307,000	\$ 307,000
				\$	307,000	\$ 5,975,270

FISCAL CONSIDERATION

The 2025 Budget Ordinance will establish the appropriations necessary to authorize expenditures for each of the City's funds. This information will be detailed in Ordinance #1587.

RECOMMENDATION / MOTION

Hold a public hearing and discuss the budget. A second public hearing will be held on November 19, 2024. The final public hearing must take place prior to budget adoption. The City is required to pass the budget before the end of this calendar year.

MOTION: I move to open the public hearing.

[Take testimony]

MOTION: I move to close the public hearing.

ORDINANCE NO. 1587

**AN ORDINANCE OF THE CITY OF RUSTON,
WASHINGTON ADOPTING THE CITY OF RUSTON
ANNUAL BUDGET FOR THE FISCAL YEAR ENDING
DECEMBER 31, 2025, SETTING FORTH THE ESTIMATED
REVENUES AND APPROPRIATIONS, PROVIDING FOR
SEVERABILITY AND CORRECTIONS, AND
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, in accordance with RCW 35A.33.052, the Mayor of the City of Ruston has completed and placed on file with the City Clerk-Treasurer a proposed budget and estimate of the amount of monies required to meet the public expenses, interest, reserve funds, and expense of government of the city of Ruston for the fiscal year ending December 31, 2025; and

WHEREAS, in accordance with RCW 35A.33.060 and RCW 84.55.120, the City Clerk timely published notice of the availability of the budget for public review and notice of the required public hearing on the City’s proposed tax levy and the required public hearing on the City’s proposed budget; and

WHEREAS, the public hearing for the City’s tax levy was held on October 15, 2024; and

WHEREAS, a preliminary public hearing for the City’s budget was held on November 5, 2024; and

WHEREAS, a final public hearing was held on the City’s budget on November 19, 2024; and

WHEREAS, the City Council held the following meetings on the City Budget:

Mayor’s Budget Message to Council:	DATE , 2024
Council discussion of revenue sources:	October 15, 2024
Public Hearing on Revenue Sources	October 15, 2024
Public Hearing on Preliminary Budget	November 5, 2024
Adoption of Tax Levy Ordinance No. 1573	November 5, 2024
Public Hearing on Proposed Budget	November 19, 2024

Budget Discussion #1:	October 15, 2024
Budget Discussion #2:	November 5, 2024
Budget Discussion #3:	November 19, 2024
Budget Discussion #4:	December 3, 2024
Adoption of Final Annual Budget for 2025	December 15, 2024

WHEREAS, the proposed budget does not exceed the limit of taxation allowed by law to be levied on real property within the City of Ruston for the purposes set forth in the budget, and the estimated expenditures set forth in said budget are necessary to carry on the government and sufficient to meet the various needs of the City of Ruston during 2025; and

WHEREAS, the proposed Total Revenues forecasted are \$8,242,302, consisting of Beginning Balances in the amount of \$2,064,722, plus interfund transfers in of \$307,000, and operating revenues of \$5,870,580. The Total Expenditures consist of operating expenses in the amount of \$8,242,302, plus Interfund transfers out of \$307,000, and Ending Balances of \$1,960,032; and

WHEREAS, in accordance with RCW 35A.33.075, following the conclusion of the hearing, and prior to the beginning of the fiscal year, the City Council has made any such adjustments and changes as it deems necessary or proper and after determining the allowance in each item, department, classification and fund; and

WHEREAS, in accordance with RCW 35A.33.075, this Ordinance sets forth in summary form the totals of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined; and

WHEREAS, on October 15, 2024, the City Council held a public hearing on the tax levy; and

WHEREAS, on November 5, 2024, the City Council adopted the tax levy ordinance (Ordinance No. 1583); and

WHEREAS, on November 5, 2024 the Council held a preliminary budget public hearing;
and

WHEREAS, on November 5, 2024, the City Council held first reading of this budget ordinance (Ordinance No. 1587); and

WHEREAS, on November 19, 2024, the City Council held second reading and a public hearing on this Ordinance; and

WHEREAS, on December 3, 2024, the City Council held third reading of this ordinance;
and

WHEREAS, on December [REDACTED], 2024, the City Council adopted this Ordinance during its regular meeting at the [REDACTED] reading; **NOW, THEREFORE**

THE CITY COUNCIL OF THE CITY OF RUSTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The Annual budget for the City of Ruston, Washington, for the year ending December 31, 2025, is hereby ADOPTED in its final form as shown on the attached Final Budget document, which is attached to this Ordinance as Exhibit “A” and incorporated herein by this reference.

Section 2. In accordance with RCW 35A.33.075, the totals of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined are set forth below:

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Fund	Fund Name	2025 Revenues Budget	2025 Interfund Transfers In	2025 Interfund Transfers Out	2025 Appropriations Budget
001	General Fund	\$ 2,541,880			\$ 2,779,862
005	Surplus Fund	\$ 2,000		\$ 50,000	
050	Pt. Ruston Development				
101	Street Fund	\$ 774,400			\$ 772,455
105	Street Reserve Fund				
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401	Electric Utility Fund	\$ 1,368,300		\$ 75,000	\$ 1,224,061
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410	Sewer Debt Service Fund		\$ 182,000		\$ 181,215
411	Electric Meter Deposit Fund	\$ 18,000			\$ 12,000
622	W.R. Rust Playfield Fund	\$ 13,000			\$ 10,720
624	School Building Fund	\$ 132,000	\$ 50,000		\$ 177,976
		\$ 5,870,580	\$ 307,000	\$ 307,000	\$ 5,975,270

Section 3. Clerk to Keep Budget on File. Three copies of the Annual Budget adopted herein shall be kept on file in the Office of the City Clerk-Treasurer.

Section 4. Clerk to Transmit Budget. The City Clerk-Treasurer is hereby directed to transmit one certified copy of the Annual Budget which is adopted herein to the State Auditor's Office, and a second copy to the Association of Washington Cities.

Section 5. Severability. If any section, sentence, clause, or phrase of this Ordinance should be held to be 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 6. Corrections. Upon the approval of the city attorney, the city clerk and/or code publisher is authorized to make any necessary technical corrections to this Ordinance, including but not limited to the correction of scrivener’s/clerical errors, references, Ordinance numbering, section/subsection numbers, and any reference thereto.

Section 7. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 8. Effective Date. This Ordinance shall be effective five days after publication as provided by law.

ADOPTED by the City Council of the City of Ruston and attested by the City Clerk in authentication of such passage on this ____ day of December, 2024.

APPROVED by the Mayor this ____ day of December, 2024.

Bruce Hopkins, Mayor

ATTEST/AUTHENTICATED:

Judy Grams, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

Jennifer S. Robertson

FILED WITH THE CITY CLERK: _____
PASSED BY THE CITY COUNCIL: _____
PUBLISHED: _____
EFFECTIVE DATE: _____
ORDINANCE NO: 1587