

**Subject: Ordinance #1489 – Adoption of Property Tax Levy for 2017**

**Dept. Origin: Mayor’s Office**  
**Prepared by: Jennifer Robertson, City Attorney’s Office**  
**For Agenda of: November 15, 2016**  
**Exhibits: Ordinance #1489 and Levy Certification**

**Proposed Council Action:**

1. Hold a public hearing.
2. Adopt Ordinance No. 1489.

Initial & Date

**Concurred by Mayor:** \_\_\_\_\_  
**Approved by City Planner:** \_\_\_\_\_  
**Approved as to form by City Atty:** JSR/11-8-16  
**Approved by Finance Director:** \_\_\_\_\_  
**Approved by Department Head:** \_\_\_\_\_

**INFORMATION / BACKGROUND**

As part of the budget process, Ruston will consider a budget and the revenue sources for City operations and capital expenses. As part of that process, the City is required to hold a public hearing on this topic.<sup>1</sup> The public hearing and the budget and revenue sources is currently scheduled to coincide with Second Reading on November 15, 2016.

Ruston is required to adopt its property tax levy in November of each year by ordinance and transmit a certified copy of the ordinance to Pierce County Assessor-Treasurer and to the Pierce County Council no later than November 30<sup>th</sup>.<sup>2</sup> A Levy Certification must also be transmitted with the Ordinance.

Adoption of this Ordinance should be scheduled on the agenda for after the public hearing on the budget and revenue during the meeting on **November 15, 2016**.

**FISCAL CONSIDERATION**

Although this levy ordinance increases the property taxes levied by Ruston by the maximum amount allowed by law (one percent plus new construction, etc.), due to refunds during 2016, the increased amount will actually be less than was actually collected in 2016. The total estimated 2017 levy amount is **\$450,521.55**, which includes

<sup>1</sup> RCW 84.55.120.

<sup>2</sup> RCW 35A.33.135; 84.52.020; 35A.33.135.

additional property tax estimated from new construction (**\$28,110.08**) and the estimated additional revenue from the increase in state-assessed property (**\$0.00**). In 2016, the City collected \$450,944.07.

**BOARD OR COMMITTEE RECOMMENDATION**

None.

**RECOMMENDATION / MOTION**

MOTION 1: I move to open the public hearing.

[TAKE TESTIMONY.]

MOTION 2: I move to close the public hearing.

After deliberations, if appropriate:

MOTION 3: I move to adopt Ordinance No. 1489 establishing the amount of property taxes to be levied for the year 2017, levying an increase of the regular property tax levy in the amount of \$-0-.

**ORDINANCE NO. 1489**

**AN ORDINANCE OF THE CITY OF RUSTON,  
WASHINGTON, ESTABLISHING THE AMOUNT OF  
PROPERTY TAXES TO BE LEVIED FOR THE YEAR 2017,  
LEVYING AN INCREASE OF THE REGULAR PROPERTY  
TAX LEVY IN THE AMOUNT OF \$0.0 (ZERO DOLLARS)  
FOR 2017, AND ESTABLISHING AN EFFECTIVE DATE.**

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WHEREAS, the City Council of the City of Ruston held meetings on October 18, 2016, November 1, 2016, and November 15, 2016 and considered its budget for the 2017 calendar year; and

WHEREAS, in accordance with RCW 84.55.120, on November 15, 2016, the City held a public hearing on revenue sources for the 2017 budget, including considering of possible increases in property tax revenues; and

WHEREAS, the public hearing was held prior to the passage of this Ordinance; and

WHEREAS, the estimated valuation of all taxable property within the City of Ruston is \$201,850,129, exclusive of valuations resulting from new construction, improvements to property, or refunds made; and

WHEREAS, the City's actual levy amount from the previous year was Four Hundred Fifty Thousand Nine Hundred Forty Four Dollars and Seven Cents (\$450,944.07); and

WHEREAS, the City Council attests that the City's population is less than 10,000; and

WHEREAS, on October 18, 2016, the City Council held the first reading on this Ordinance; and

WHEREAS, on November 15, 2016, the City Council held a public hearing on this Ordinance after duly noticing the same; and

WHEREAS, on November 15, 2016, the City Council adopted this Ordinance during its regular meeting at second reading after holding the public hearing; **NOW, THEREFORE**

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

**Section 1.** An increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2017 tax year.

**Section 2.** The dollar amount of the increase over the actual levy amount from the previous year shall be Zero Dollars and Zero Percent (0%) over the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made. The amount of additional revenue from new construction with an assessed value of \$9,845,056 is Twenty Eight Thousand One Hundred Ten Dollars and Eight Cents (\$28,110.08). Additional revenue from the levy for taxes refunded as per RCW 84.68 or 84.69 is Zero Dollars (\$0.0).

**Section 3. Ordinance filing required.** The City Clerk is directed to transmit a certified copy of this ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations. The City Clerk is further directed to transmit a certified copy of this ordinance to both the Pierce County Assessor-Treasurer and to the Pierce County Council, Attention Clerk, on or before November 30, 2016.

**Section 4. Recertification authorized.** The City Clerk is further directed to timely file any recertification needed after receipt of the final adjusted year-end values in December from the Pierce County Assessor-Treasurer. Such recertification, if needed, shall be filed no later than December 26, 2016.

**Section 5. Effective date.** This ordinance shall take effect and be in force five (5) days after passage and legal publication.

ADOPTED by the City Council of the City of Ruston and attested by the City Clerk in authentication of such passage on this 15th day of November, 2016.

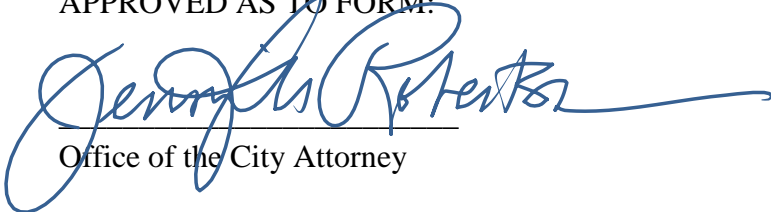
APPROVED by the Mayor this 15th day of November, 2016.

\_\_\_\_\_  
Bruce Hopkins, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Judy Grams, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Office of the City Attorney

FILED WITH THE CITY CLERK: \_\_\_\_\_

PASSED BY THE CITY COUNCIL: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

ORDINANCE NO: 1489



Office of the Assessor-Treasurer

Mike Lonergan  
Assessor-Treasurer

2401 South 35<sup>th</sup> Street, Room 142  
Tacoma, Washington 98409-7498  
(253) 798-6111 • FAX (253) 798-3142  
ATLAS (253) 798-3333  
www.piercecountywa.org/atr

MEMORANDUM

RECEIVED  
SEP 12 2016

**DATE:** September 9, 2016  
**TO:** Pierce County Taxing Districts  
**FROM:** Mike Lonergan, Assessor-Treasurer  
**RE:** Preliminary Certification of Assessed Values/Levy Limit Factor

CITY OF RUSTON

Enclosed is the Preliminary Certification of Assessed Values for your taxing district. These values include last year's State Assessed Property Values.

For budget preparation assistance to applicable districts, Levy limit factor worksheets, court ordered refund information, and sample ordinance/resolutions are included.

**Submit original ad valorem Budget / Levy Certifications & an approved Ordinance or Resolution no later than November 30th:**

Pierce County Council  
Attention: Clerk, Rm. 1046  
County City Building  
930 Tacoma Ave. S  
Tacoma, WA 98402

**And a copy to:**  
Pierce County Assessor-Treasurer  
Attention: Levy Dept.  
2401 S. 35<sup>th</sup> St. Rm. 142  
Tacoma, WA 98409

(Failure to submit a budget request & the district's Resolution/Ordinance may adversely affect next year's Levy collection)

**Preliminary Values Are Subject to Change.**

Districts will receive **Final** values in December.

Amended Levy Certifications may be submitted to the Pierce County Assessor-Treasurer after final values have been calculated.

The district's Ordinance/Resolution **must** identify these three components.

- The **dollar amount of the previous year's levy**. The actual levy received, including refunds.
- The **dollar amount of increase** reflects the difference between the previous year's actual levy and the 1% growth of the highest lawful levy, or a lesser amount if banking levy capacity.
- The **percent of increase** equals the change over the prior year's actual levy plus the dollar amount of increase equal to the district's highest lawful levy for this year, or a lesser amount if banking levy capacity.

See reverse for answers to frequently asked questions.

## Levy FAQs

**Q. How should the Ordinance/Resolution read if the district is limited at a lesser amount due to the statutory maximum rate limit?**

**A. Prepare the document as though there is no limit due to the statutory maximum rate. Add language to inform the district's taxpayers of the rate limit and the projected allowable levy to the Ordinance/Resolution.**

**The Ordinance/Resolution must contain three amounts; last year's actual levy, the dollar amount & percent of increase needed for the following year. The intent of the district must be clear in the Ordinance/Resolution.**

**Q. Why does the sample Ordinance/Resolution show more/less than 1%?**

**A. The 1% limit refers to the limitation of increase to a district's highest lawful levy known as the Levy Limit Factor. The percent of increase approved in a district's Ordinance/Resolution equals the change over the prior year's actual amount levied plus the dollar amount of increase for the next year's budget needs.**

- The simple act of passing an Ordinance/Resolution allows a district to increase the Highest Lawful levy by the lesser of 1% or the IPD, depending on the size of the district.
- The increase authorized in the document identifies how much of that increase is required for the next year's budget needs.

**Q. Why does the sample show \$0 increase and an increase of 0%?**

**A. The total amount levied in the prior year is more than this year's increase from the limit factor, the district should ask for a \$0 and 0% increase. This does not affect any increase allowed by the limit factor increase of the highest lawful levy. Once a district passes the Ordinance/Resolution the Highest Lawful levy is allowed to increase by the limit factor.**

**A district's Ordinance or Resolution controls two levy limitations;**

1. **The act of passing a resolution/ordinance allows the Limit Factor increase (lesser of 1% or the IPD) to the highest lawful levy.**
2. **The authorized percent and dollar amount stated increase over the prior year's actual, Certified levy request.**

**Q. What documents need to be submitted by November 30?**

**A. No later than November 30, provide a copy of the approved Ordinance/Resolution & the Levy Certification (Budget Request).**

**Fire districts must also provide a Full Time Paid Employee letter.**

***FAILURE TO PROVIDE THESE DOCUMENTS BY THE DUE DATE COULD ADVERSLEY AFFECT YOUR LEVY.***



## **Pierce County**

**Mike Lonergan, Assessor-Treasurer**

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Tacoma, WA 98409-7498  
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September 9, 2016

OFFICIAL NOTIFICATION TO: **RUSTON**

RE: 2016 PRELIMINARY ASSESSED VALUES

### **FOR REGULAR LEVY**

Total Taxable Regular Value	201,850,129
Highest lawful regular levy amount since 1985	418,229.17
<b>Last year's actual levy amount</b>	<b>450,944.07</b>
Additional revenue from current year's NC&I	28,110.08
Additional revenue from annexations (RCW 84.55)	0.00
Additional revenue from administrative refunds (RCW 84.69)	0.00
<i>No additional revenue from administrative refunds will be allowed if you are limited by your statutory rate limit.</i>	
Additional revenue from increase in state-assessed property	0.00

### **FOR EXCESS LEVY**

Taxable Value	199,053,616
Timber Assessed Value	-
Total Taxable Excess Value	199,053,616

2016 New Construction and Improvement Value 9,845,056

*If you need assistance or have any questions regarding this information, please contact Kim Fleshman  
253.798.7114 [kfleshm@co.pierce.wa.us](mailto:kfleshm@co.pierce.wa.us).*





**Pierce County**

**Mike Lonergan, Assessor-Treasurer**

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**TAX LEVY LIMIT 2016 FOR 2017**

**RUSTON**  
**< 10,000**

**REGULAR TAX LEVY LIMIT:**

	<b>2015</b>
A. <u>Highest regular tax which could have been lawfully levied beginning with the 1985 levy</u> [refund levy not included] times limit factor (as defined in RCW 84.55.005).	418,229.17 1.01 422,411.46
B. Current year's assessed value of new construction, improvements and wind turbines in original districts before annexation occurred time last year's levy rate (if an error occurred or an error correction was made in the previous year, use the rate that would have been levied had no error occurred).	9,845,056 2.855248779239 28,110.08
C. Current year's state assessed property value in original district if annexed less last year's state assessed property value. The remainder to be multiplied by last year's regular levy rate (or the rate that should have been levied).	1,034,093 1,034,093 0.00 2.855248779239 0.00
D. <b>REGULAR PROPERTY TAX LIMIT (A + B + C)</b>	<b>450,521.55</b>

**ADDITIONAL LEVY LIMIT DUE TO ANNEXATIONS:**

E. To find rate to be used in F, take the levy limit as shown in Line D above and divide it by the current assessed value of the district, excluding the annexed area.	450,521.55 201,850,129 2.231960653468
F. Annexed area's current assessed value including new construction and improvements times rate found in E above.	0.00 2.231960653468 0.00
G. <b>NEW LEVY LIMIT FOR ANNEXATION (D + F)</b>	<b>450,521.55</b>

**LEVY FOR REFUNDS:**

H. RCW 84.55.070 provides that the levy limit will not apply to the levy for taxes refunded or to be refunded pursuant to Chapters 84.68 or 84.69 RCW. (D or G + refund if any)	450,521.55 0.00 450,521.55
I. <b>TOTAL ALLOWABLE LEVY AS CONTROLLED BY THE LEVY LIMIT (D,G,or H)</b>	<b>450,521.55</b>
J. Amount of levy under statutory rate limitation.	201,850,129 3.375000000000 681,244.19
K. <b>LESSER OF I OR J</b>	<b>450,521.55</b>

**EXAMPLE OF ORDINANCE/RESOLUTION  
REQUESTING HIGHEST LAWFUL LEVY**

**Ordinance/Resolution No. \_\_\_\_\_  
RCW 84.55.120**

**WHEREAS**, the \_\_\_\_\_ of **RUSTON** has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2017 ; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 450,944.07 and,  
Previous Year's Levy Amount

**WHEREAS**, the population of this district is  more than or  less than 10,000; and now, therefore,  
(Check One)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2017 tax year.  
(Year of Collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 0.00  
which is a percentage increase of 0% from the previous year. This increase is exclusive of  
(Percentage Increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_,

**SAMPLE**

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax. This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at:

For tax assistance, visit <http://dor.wa.gov/content/taxes/property/default.aspx> or call (360) 570-5900. To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users



# Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, \_\_\_\_\_,  
(Name)

\_\_\_\_\_, for \_\_\_\_\_, do hereby certify to  
(Title) (District Name)

the \_\_\_\_\_ County legislative authority that the \_\_\_\_\_  
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in \_\_\_\_\_ as provided in the district's  
(Year of Collection)

budget, which was adopted following a public hearing held on \_\_\_\_\_;  
(Date of Public Hearing)

Regular Levy: \_\_\_\_\_  
(State the total dollar amount to be levied)

Excess Levy: \_\_\_\_\_  
(State the total dollar amount to be levied)

Refund Levy: \_\_\_\_\_  
(State the total dollar amount to be levied)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

To ask about the availability of this publication in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users, please call (360) 705-6718. For tax assistance, call (360) 534-1400.