

**Subject: Ordinance #1562 – City of Ruston Budget for Fiscal Year 2023**

**Proposed Council Action:**

This is on for a Third Public Hearing and for Third Reading and Discussion of the City of Ruston FY 2023 Budget. At the Council’s option the Ordinance may be passed on Dec. 6<sup>th</sup>. The City is required to adopt a budget before the end of the calendar year.

**Dept. Origin: Mayor’s Office**  
**Prepared by: Jennifer Robertson**  
**For Agenda of: December 6, 2022**

**Exhibits: Ordinance No. 1562**

	Initial & Date
<b>Concurred by Mayor:</b>	_____
<b>Approved by City Planner:</b>	_____
<b>Approved as to form by City Atty:</b>	<u>JSR/11-17-22</u>
<b>Approved by Finance Director:</b>	_____
<b>Approved by Department Head:</b>	_____

**INFORMATION / BACKGROUND**

In accordance with State law,<sup>1</sup> the Mayor of the City of Ruston completed and placed 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, 2023. The Council is required to adopt its budget ordinance prior to January 1, 2023.<sup>2</sup>

The City Council Budget consideration schedule for Fiscal Year 2023 is as follows:

Mayor’s Budget Message to Council:	October 4, 2022
Council discussion of revenue sources:	October 18, 2022
Public Hearing on Revenue Sources:	October 18, 2022
First Public Hearing on Preliminary Budget:	October 18, 2022
Adoption of Tax Levy Ordinance No. 1561:	November 1, 2022
Second Public Hearing on Proposed Budget:	November 15, 2022
Third Public Hearing on Proposed Budget:	December 6, 2022
Budget Discussion #1:	October 18, 2022
Budget Discussion #2:	November 1, 2022
Budget Discussion #3:	November 15, 2022
Budget Discussion #4:	December 6, 2022
Adoption of Final Annual Budget for 2023:	December 6 or 20, 2022

<sup>1</sup> RCW 35A.33.052.

<sup>2</sup> RCW 35A.33.075.

Prior to budget adoption, the City Clerk will have fully complied with state law<sup>3</sup> 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. A third public hearing is scheduled for December 6<sup>th</sup>. Following the public hearing, the Council may continue to discuss the budget or may take action to pass the budget. The budget must be passed prior to the end of December 2022.

**BUDGET OVERVIEW**

The proposed Total Revenues forecasted are \$10,332,542, consisting of Beginning Balances in the amount of \$4,166,924, plus interfund transfers in of \$307,000, and operating revenues of \$5,328,397. The Total Expenditures proposed are \$10,332,542, consisting of operating expenses in the amount of \$5,795,618, plus Interfund transfers out of \$307,000, and Ending Balances of \$4,230,244.

The proposed budget by funds is as follows:

<b>Fund</b>	<b>Name</b>	<b>Revenue</b>	<b>Expense</b>
1	General Fund	\$ 1,962,111	\$ 1,962,111
5	Real Estate Surplus	\$ 2,069,610	\$ 2,069,610
101	City Street Fund	\$ 944,400	\$ 944,400
102	Reserve for Equipment	\$ 12,250	\$ 12,250
103	Reserve for Streets	\$ 108,100	\$ 108,100
301	Capital Construction Fund	\$ 358,000	\$ 358,000
401	Electric Utility Fund	\$ 1,656,300	\$ 1,656,300
402	Electric Utility Reserve Fund	\$ 275,000	\$ 275,000
403	Sewer Utility Fund	\$ 1,583,500	\$ 1,583,500
404	Sewer Utility Reserve Fund	\$ 355,000	\$ 355,000
407	Storm Sewer Utility Fund	\$ 237,000	\$ 237,000
410	Sewer Debt Service Fund	\$ 375,000	\$ 375,000
411	Electric Meter Deposit Fund	\$ 153,000	\$ 153,000
622	WR Rust Playfield Fund	\$ 54,921	\$ 54,921
624	School Building Maintenance Fund	\$ 113,000	\$ 113,000
634	Custodial Funds	\$ 350	\$ 350
635	Pt. Ruston Signage Custodial Fund	\$ 75,000	\$ 75,000
		<b>\$ 10,332,542</b>	<b>\$ 10,332,542</b>

<sup>3</sup> RCW 35A.33.060 and RCW 84.55.120.

**FISCAL CONSIDERATION**

Approval of this Ordinance will adopt the 2023 Budget and establish the appropriations necessary to authorize expenditures for each of the City's funds as will be later detailed in Ordinance #1562.

**RECOMMENDATION / MOTION**

This is scheduled for the third budget hearing and for third reading. Hold the public hearing to take comments from the public and discuss the budget. The City is required to pass the budget before the end of this calendar year. The motion for passage is also below if the Council is ready to pass the budget on December 6<sup>th</sup>. If it is not passed, this Ordinance will return to Council for fourth reading and passage on December 20<sup>th</sup>.

MOTION 1: I move to open the public hearing.

[Take Testimony.]

MOTION 2: I move to close the public hearing.

MOTION 3: I move adoption of Ordinance No. 1562 adopting the City of Ruston annual budget for the fiscal year ending December 31, 2023, setting forth the estimated revenues and appropriations, providing for severability and corrections, and establishing an effective date.

**ORDINANCE NO. 1562**

**AN ORDINANCE OF THE CITY OF RUSTON,  
WASHINGTON ADOPTING THE CITY OF RUSTON  
ANNUAL BUDGET FOR THE FISCAL YEAR ENDING  
DECEMBER 31, 2023, SETTING FORTH THE ESTIMATED  
REVENUES AND APPROPRIATIONS, PROVIDING FOR  
SEVERABILITY AND CORRECTIONS, AND  
ESTABLISHING AN EFFECTIVE DATE.**

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**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, 2023; 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 18, 2022; and

**WHEREAS**, a preliminary public hearing for the City’s budget was held on October 18, 2022; and

**WHEREAS**, a final public hearing was held on the City’s budget on November 15, 2022; and

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

Mayor’s Budget Message to Council:	October 4, 2022
Council discussion of revenue sources:	October 18, 2022
Public Hearing on Revenue Sources:	October 18, 2022
First Public Hearing on Budget:	October 18, 2022
Adoption of Tax Levy Ordinance No. 1561:	November 1, 2022
Second Public Hearing on Proposed Budget:	November 15, 2022

Third Public Hearing on Budget:	December 6, 2022
Budget Discussion #1:	October 18, 2022
Budget Discussion #2:	November 1, 2022
Budget Discussion #3:	November 15, 2022
Budget Discussion #4:	December 6, 2022
Adoption of Final Annual Budget for 2023:	December 6, 2022

**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 2023; and

**WHEREAS**, the proposed Total Revenues forecasted are \$10,332,542, consisting of Beginning Balances in the amount of \$4,166,924, plus interfund transfers in of \$307,000, and operating revenues of \$5,328,397. The Total Expenditures proposed are \$10,332,542, consisting of operating expenses in the amount of \$5,795,618, plus Interfund transfers out of \$307,000, and Ending Balances of \$4,230,244; 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 18, 2022, the City Council held a public hearing on the tax levy; and

**WHEREAS**, on November 1, 2022, the City Council adopted the tax levy ordinance (Ordinance No. 1561); and

**WHEREAS**, on October 18, 2022 the Council held a preliminary budget public hearing;  
and

**WHEREAS**, on November 1, 2022, the City Council held first reading of this budget ordinance (Ordinance No. 1562); and

**WHEREAS**, on November 15, 2022, the City Council held second reading and a public hearing on this Ordinance; and

**WHEREAS**, on December 6, 2022, the City Council held third reading of this ordinance and a third public hearing on the budget; and

**WHEREAS**, on December [REDACTED], 2022, 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, 2023, 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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<b>Fund Name</b>	<b>Resources</b>	<b>Uses</b>	<b>2023 Interfund Transfers In</b>	<b>2023 Interfund</b>
Fund 001 – General Fund	\$ 1,962,111	\$ 1,962,111		
Fund 0005 – Surplus Fund	\$ 2,069,610	\$ 2,069,610		
Fund 101 – City Street Fund	\$ 944,400	\$ 944,400		
Fund 102 – Reserve for Equipment	\$ 12,250	\$ 12,250		
Fund 103 – Reserve for Streets	\$ 108,100	\$ 108,100		
Fund 301 – Capital Construction	\$ 358,000	\$ 358,000		
Fund 401 - Electric Utility	\$ 1,656,300	\$ 1,656,300		\$100,000
Fund 402 – Electric Utility Reserve	\$ 275,000	\$ 275,000	\$100,000	
Fund 403 – Sewer Utility	\$ 1,583,500	\$ 1,583,500	\$207,000	
Fund 404 – Sewer Reserve	\$ 355,000	\$ 355,000		\$ 25,000
Fund 407 – Storm Sewer Utility	\$ 237,000	\$ 237,000		
Fund 410 – Sewer Capital Projects	\$ 375,000	\$ 375,000		\$182,000
Fund 411 – Electric Meter Deposit Fund	\$ 153,000	\$ 153,000		
Fund 622 – WR Rust Playfield	\$ 54,921	\$ 54,921		
Fund 624 – School Building Fund	\$ 113,000	\$ 113,000		
Fund 634 – Custodial Pass through Fund	\$ 350	\$ 350		
Fund 635 – Pt. Ruston Signage Custodial Fund	\$ 75,000	\$ 75,000		
<b>Total</b>	<b>\$ 10,332,252</b>	<b>\$ 10,332,252</b>	<b>\$ 307,000</b>	<b>\$ 307,000</b>

**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, 2022.

**APPROVED** by the Mayor this \_\_\_\_ day of December, 2022.

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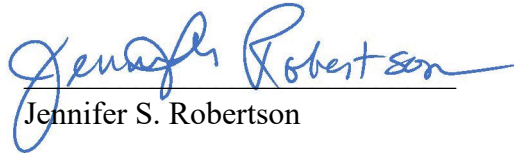
Bruce Hopkins, Mayor



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: 1562