

<b>Subject:</b> Ordinance #1573 – Adoption of Property Tax Levy for 2024	<b>Dept. Origin:</b> Clerk’s Office
	<b>Prepared by:</b> Jennifer Robertson, City Attorney’s Office
	<b>Meeting Date:</b> November 7, 2023
	<b>Exhibits:</b> Ordinance #1573
<b>Proposed Council Action:</b>	Initial & Date
This is on for Second Reading and Adoption.	<b>Concurred by Mayor:</b> _____
	<b>Approved by City Planner:</b> _____
	<b>Approved as to form by City Atty:</b> <u>JSR/10-30-23</u>
	<b>Approved by Finance Director:</b> _____
	<b>Approved by Department Head:</b> _____

**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 held the required public hearing on this topic<sup>1</sup> on October 17, 2023.

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.

**FISCAL CONSIDERATION**

This levy ordinance increases the property taxes levied by Ruston by the maximum amount allowed by law (one percent plus new construction, etc.). The maximum amount allowed by law is \$635,591.40. This is a 2.1321 percent increase from 2023, or a \$12,840.36 increase.

The assessed value of new construction in the current year is \$1,878,023 which generates \$2,565.73 in property taxes for Ruston.

Note, this Levy does not include the levy lid lift that is on the ballot for November 7<sup>th</sup>.

<sup>1</sup> RCW 84.55.120.

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

**RECOMMENDATION / MOTION**

This is on for Second Reading and Action. The adoption and certification deadline under State law is November 30, 2023.

MOTION: I move adoption of Ordinance No. 1573, establishing the amount of property taxes to be levied for the year 2024, levying an increase of the regular property tax levy in the highest amount lawfully permitted, and establishing an effective date.

**ORDINANCE NO. 1573**

**AN ORDINANCE OF THE CITY OF RUSTON, WASHINGTON, ESTABLISHING THE AMOUNT OF PROPERTY TAXES TO BE LEVIED FOR THE YEAR 2024, LEVYING AN INCREASE OF THE REGULAR PROPERTY TAX LEVY IN THE HIGHEST AMOUNT LAWFULLY PERMITTED, AND ESTABLISHING AN EFFECTIVE DATE.**

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**WHEREAS**, the City Council of the City of Ruston held meetings on October 17, 2023 and November 7, 2023 during which time it considered its budget and taxes for the 2024 calendar year; and

**WHEREAS**, in accordance with RCW 84.55.120, on October 17, 2023 the City Council held a duly noticed public hearing on revenue sources for the 2024 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 \$428,217,592.00 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 Six Hundred Two Thousand Two Hundred Forty-One Dollars and Twenty Nine Cents (\$602,241.29); and

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

**WHEREAS**, on October 17, 2023, the City Council held the first reading on this Ordinance and held a public hearing on this Ordinance after duly noticing the same; and

**WHEREAS**, on November 7, 2023, the City Council held a Second Reading on this Ordinance and adopted this Ordinance during its meeting at Second Reading; **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 the maximum allowable rate be collected in the 2024 tax year.

**Section 2.** The dollar amount of the increase over the actual levy amount from the previous year shall be \$12,840.36, which is a percentage increase of 2.1321 percent 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.

**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 immediately after passage by the City Council but no later than November 30, 2023.

**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 the date established by the County Assessor's Office.

**Section 5. 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 6. Publication.** This Ordinance shall be published by an approved summary consisting of the title.

**Section 7. 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 \_\_\_\_ day of November, 2023.

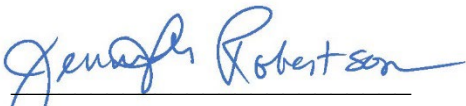
**APPROVED** by the Mayor this \_\_\_\_ day of November, 2023.

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

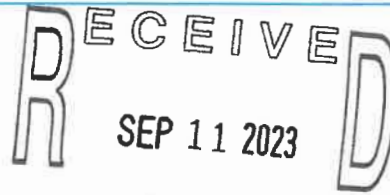
ATTEST/AUTHENTICATED:

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Jennifer S. Robertson  
City Attorney

FILED WITH THE CITY CLERK: \_\_\_\_\_  
PASSED BY THE CITY COUNCIL: \_\_\_\_\_  
PUBLISHED: \_\_\_\_\_  
EFFECTIVE DATE: \_\_\_\_\_  
ORDINANCE NO: 1573



**CITY OF RUSTON**

**MEMORANDUM**

**DATE:** September 8, 2023  
**TO:** Pierce County Taxing Districts  
**FROM:** Mike Lonergan, Assessor-Treasurer  
**RE:** **Preliminary Certification of Assessed Values/Levy Limit Factor**

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. Limit factor worksheets are prepared with an assumption the IPD is more than 1%. Amended calculations will be sent to affected districts should the IPD notification to counties fall below 1%.

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

Pierce County Council  
Attention: Clerk, Rm. 1046  
County City Building  
930 Tacoma Ave. S  
Tacoma, WA 98402  
**email: [pccouncil@piercecountywa.gov](mailto:pccouncil@piercecountywa.gov)**

**And a copy to:**  
Pierce County Assessor-Treasurer  
Attention: Levy Dept.  
2401 S. 35<sup>th</sup> St. Rm. 142  
Tacoma, WA 98409  
**email: [kim.alflen@piercecountywa.gov](mailto:kim.alflen@piercecountywa.gov)**

(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.

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

- The **dollar amount of the previous year's levy**. The actual levy certified, including refunds.
- The **dollar amount of increase** reflects the difference between the previous year's actual levy and the limit factor 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.

The sample Ordinance/Resolution enclosed provides the amounts for districts wishing to request their highest lawful levy.

## 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. Language may be added 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, excluding additional revenue for new construction or any increase in state assessed utility values.**

**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).**

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



**Pierce County**

**Mike Lonergan, Assessor-Treasurer**

2401 South 35th Street  
Tacoma, WA 98409-7498  
(253) 798-6111 FAX (253) 798-3142  
ATLAS (253) 798-3333  
www.piercecountywa.org/atr

September 8, 2023

OFFICIAL NOTIFICATION TO: RUSTON

RE: 2023 PRELIMINARY ASSESSED VALUES

**FOR REGULAR LEVY**

Total Taxable Regular Value	428,217,592
Highest lawful regular levy amount since 1985	615,081.65
Additional revenue from current year's NC&I	2,565.73
Additional revenue from annexations (RCW 84.55)	0.00
Additional revenue from administrative refunds (RCW 84.69)	17,774.99
<i>Additional revenue from administrative refunds not allowed if limited by statutory rate limit</i>	
Court Order Refunds	0.00
Prior Year's Additional revenue from increase in state-assessed property	169.03
Total Allowable Levy (as controlled by the limit calculation)	635,591.40
Last year's certified levy amount (including refunds)	602,241.29

**FOR EXCESS LEVY**

Taxable Value	425,585,992
Timber Assessed Value	-
Total Taxable Excess Value	425,585,992
New Construction and Improvement Value	1,878,023

*If you need assistance or have any questions regarding this information, please contact Kim Alflen  
253.798.7114 kim.alflen@piercecountywa.gov*





**Pierce County**

**Mike Lonergan, Assessor-Treasurer**

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**PRELIMINARY LAWFUL LEVY LIMIT 2023 FOR 2024**

**RUSTON  
< 10,000**

**REGULAR TAX LEVY LIMIT:**

**2022**

A. <b>Highest regular tax which could have been lawfully levied beginning with the 1985 levy</b> [refund levy not included] times limit factor (as defined in RCW 84.55.005).	608,991.73
	1.01
	615,081.65
B. Current year's assessed value of new construction, improvements and wind turbines in original districts before annexation occurred times 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).	1,878,023
	1.366186861405
	2,565.73
C. 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).	2,225,304
	2,225,304
	0.00
	1.366186861405
<b>LAST YEAR'S ADDITIONAL REVENUE FROM INCREASE IN STATE ASSESSED VALUE</b>	<b>169.03</b>
<b>D. REGULAR PROPERTY TAX LIMIT (A + B + C)</b>	<b>617,816.41</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.	617,816.41
	428,217,592
	1.442762795229
F. Annexed area's current assessed value including new construction and improvements times rate found in E above.	0.00
	1.442762795229
	0.00
<b>G. NEW LEVY LIMIT FOR ANNEXATION (D + F)</b>	<b>617,816.41</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)	617,816.41
	17,774.99
	635,591.40
<b>I. TOTAL ALLOWABLE LEVY AS CONTROLLED BY THE LEVY LIMIT (D,G,or H)</b>	<b>635,591.40</b>
J. Amount of levy under statutory rate limitation.	428,217,592
	3.375000000000
	1,445,234.37
<b>K. LESSER OF I OR J</b>	<b>635,591.40</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 2024 ; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 602,241.29 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 2024 tax year.  
(Year of Collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 12,840.36  
which is a percentage increase of 2.1321% 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 may

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

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

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

**WHEREAS**, the districts actual levy amount from the previous year was \$ 602,241.29 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 \_\_\_\_\_ tax year.  
(Year of Collection)

Property tax for \_\_\_\_\_ shall be levied at the rate of \$ 1.708623 per \$1,000 of assessed  
(Name of the taxing district)  
value as authorized by voter approval on November 7, 2023.

**This format may be used**  
day of \_\_\_\_\_  
**If voter approval of ballot measure**

Adopted this \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**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 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: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

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 may call 1-800-451-7985.

## Levy Certification

Submit this document, or something similar, 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.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I \_\_\_\_\_ (Name),  
 \_\_\_\_\_ (Title), for \_\_\_\_\_ (District name),  
 do hereby certify to the \_\_\_\_\_ (Name of county) County legislative authority  
 that the \_\_\_\_\_ (Commissioners, Council, Board, etc.) of said district requests  
 that the following levy amounts be collected in \_\_\_\_\_ (Year of collection) as provided in the district's  
 budget, which was adopted following a public hearing held on \_\_\_\_\_ (Date of public hearing).

### Regular levies

Levy	General levy	Other levy* <input type="text"/>
<b>Total certified levy request amount, which includes the amounts below.</b>		
Administrative refund amount		
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy* <input type="text"/>
<b>Total certified levy request amount, which includes the amounts below.</b>					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.