

2023 Proposed Budget
City of Moses Lake,
Washington



2023 Proposed Budget

CITY OF MOSES LAKE 2023 PROPOSED BUDGET

TABLE OF CONTENTS

	Page
BUDGET MESSAGE	
Memorandum	1
GENERAL CITY INFORMATION	
City Leadership.....	6
Organization Chart	8
Budget Guidelines	9
Budget Calendar	12
CITY WIDE	
Summary of Available Resources.....	14
2023 Budget Estimate and Fund Balance.....	15
Five-Year Budget Comparison by City Functional Grouping 2019-2023	16
General Fund Revenue.....	19
Property Tax Limitation Calculation.....	21
2023 Budget CIP Request	22
2023 Personnel Requests.....	48
LEGISLATIVE	49
ADMINISTRATION	
Executive	51
Human Resources.....	53
Legal.....	55
Central Services (IT).....	56
Self-Insurance.....	58
Local Fiscal Recovery (ARPA).....	59
COMMUNITY DEVELOPMENT	61
Homeless Services	64

FINANCIAL SERVICES

Financial Services.....	66
Utility Service – Utility Billing.....	68
Firemen’s Pension	71
Tourism Activities	72
Grants and Donations	74
Unemployment Compensation	76
Solid Waste - Sanitation.....	77
Debt Service	79
Miscellaneous Services	81
Library	84

POLICE	85
--------------	----

FIRE.....	87
-----------	----

AMBULANCE	89
-----------------	----

PARKS AND RECREATION.....	92
---------------------------	----

MUNICIPAL SERVICES

Engineering	94
Streets and Stormwater	96
Transportation Benefit District.....	102
Water.....	103
Wastewater.....	106
Airport.....	109
Fleet Management/Equipment Rental	111
Building Maintenance	114

CAPITAL IMPROVEMENT FUNDS

2023 Capital Improvement Projects (CIP)	117
Streets Repair/Reconstruction.....	118

2023 Proposed Budget
City of Moses Lake,
Washington

MEMORANDUM

To: The Honorable Mayor and Members of the Moses Lake City Council

From: Allison Williams, City Manager
Madeline Prentice, Finance Director

Date: November 18, 2022

Subject: 2023 Proposed Budget Summary

We are pleased to submit the 2023 Proposed Budget for the City of Moses Lake for City Council review and consideration. A summary of the proposed budget was presented to Council at the October 22, 2022, Budget Workshop, with the understanding that it is a work in progress. Since then, staff has continued to make modifications, either to make corrections, adjust or revise estimate. This is the document that our residents will have for public review.

The Total Proposed City Budget across all funds for 2023 is currently \$111.5 million, which is \$27.9 million, or 33.3%, more than the 2022 expenditure budget of \$83.6 million. The increase is attributed to the building project to replace the Police Station, estimated at \$15.0 million, anticipated spend down of ARPA funds estimated at a total of \$6.3 million, increased liability insurance costs of \$400,000 and overall cost increases due to inflation combined with increased staff costs due to completed contract negotiations for three unions and the addition of 9 full-time and 3.5 FTE part-time employees, estimated at \$1.3 million.

The General Fund (i.e. tax supported) budget identifies expenses for 2023 of \$35.1 million, which is \$4.1 million or 13.3% more than the 2022 adopted budget of \$30.9 million. Most of this increase is due to overall general cost increases as a result of high inflation and increased labor costs as a result of completing contract negotiations for three labor unions and the addition of 6.0 full-time and 1.5 FTE part-time employees that affect the General Fund with an increase of \$0.8 million.

There are necessary budgeted costs of \$1.7 million, including the increase of \$354,000 estimated debt issuance cost for a new police building, \$200,000 for a new ERP-FMS system, and \$1.17 million for replacement vehicles that were ordered in 2022, but will not be delivered until 2023.

Citywide revenues are projected to be \$97.9 million, an increase of \$17.4 million, or 21.7%, over the 2022 revenue budget of \$80.4 million. General Fund revenue accounts for \$31.1 million of this total. The increase is attributed to the building project to replace the Police Station, estimated at \$15.0 million.

Overall, the Proposed 2023 Budget is balanced within available resources, and is prudent and responsive to Council and community core priorities. It addresses the City's public safety challenges, economic

development efforts, infrastructure maintenance, and quality of life considerations. The Police Station project is proposed to be funded by local borrowing of \$15.0 million.

Fund Balance

Reserves are necessary to weather economic downturns, timing of cash flow, and emergency expenditures.

Fortunately, our economy has continued to expand and most funds are breaking even or slightly building cash balance. Even though many of the funds are budgeted to use beginning fund balance, it should be noted that both revenues and expenditures are estimated conservatively (i.e. revenues are likely low). Typically, by year end, total actual revenues exceed the estimate while some expenditures remain unspent, ultimately bringing actual results back to “break even”.

The General Fund started 2022 with about \$8.08 million or 26.1% of the 2022 budget, which is above the Council adopted General Fund Reserve policy of 16.7%. The Government Finance Officers Association (GFOA) recommends maintaining a fund balance of 16.7% (or two months of operations).

The City anticipates a surplus in 2022, however the Finance Department will continue to monitor revenues and expenditures to ensure reserves will not be drawn down. 16.7% of the 2023 Proposed General Fund budget is about \$5.9 million. The budgeted beginning fund balance going into 2023 is estimated to be \$10.3 million. Even with the estimates of both beginning balance and conservative 2023 revenue, the budget is currently developed to have an ending balance of about \$6.3 million or 18.1% of the proposed 2023 expenditure budget.

General Fund Revenue

2023 General Fund revenue is budgeted at \$31.07 million. The revenue is budgeted \$2.1 million, or 7.3%, more than the 2022 adopted budget of \$28.95 million. The proposed budget is \$0.34 million less than the 2021 Actual. The revenues in 2022 have seen a recovery from the Adopted Budget, however the City has underlying assumptions that are conservative when budgeting for the General Fund revenues.

Assumptions for revenue growth in General Fund include:

- Property tax is estimated to increase by the 1% inflation adjustment, new construction, and \$550,000 of banked capacity for a total of 6.1% above the 2022 estimate. The 2023 budget is less than the proposed levy to conservatively estimate collection results. The third installment of a settlement of a delinquent tax liability (about \$305,000) is added to the regular levy.
- Sales Tax continues to experience growth shored up by construction activity and higher prices due to inflation. We are trending to receive over \$10.4 million by year-end (compared to a budget of \$7.7 million and actual receipts in 2021 of \$9.7 million), but we are using a conservative estimate of \$9.2 million for this major revenue source in 2023.
- The 0.3% Criminal Justice Sales Tax is trending to exceed \$1.6 million by year-end compared to a budget of \$1.3 million. For 2023 we are estimating \$1.55 million for this category.

Most other taxes are estimated to either be flat or growing slightly in 2023

.

Staffing

The City has proposed to add twelve and a half necessary staff positions as follows:

- Central Services – IT: Technology Director
- Finance: Financial Analyst
- Utility Billing: Utility Billing Technician
- Community Development: Long Range Planner
- Community Development: Administrative Assistant/Permit Technician
- Engineering: Municipal Services Accountant
- Municipal Services-Building Maintenance: One Custodian
- Municipal Services-Streets, Water/Wastewater & Stormwater: Two Public Works Employees shared between the divisions as needed.
- Parks: Three Recreation Assistants – part-time
- Police: Criminal Analyst
- Fire: Fire Inspector

Step increases are included in assumptions for all eligible employees. The City has incorporated the minimum wage increase and 4% cost of living adjustment (COLA) as part of the budget. Additionally, there was a 4.5% premium increase in the current medical insurance plan effective January 1, 2023.

Capital Projects 2023

The City is continuing its investment in capital assets including infrastructure. The following is a list of major projects by category:

ARPA - 105	Projected Cost
Sleep Center Relocation	\$ 1,450,000
Food Truck Plaza	439,000
Cascade Valley - Water Extension	1,000,000
Cascade Valley - Sewer Extension	1,000,000
Convert Larson Playfields to Lake Water for irrigating	200,000
Total	\$ 4,089,000

Street Repair & Reconstruction - 119	Projected Cost
Nelson Road Reconstruction	\$ 202,000
Gravel Road Paving - Lark, Luta & Virginia Streets	1,010,000
Marina Drive Improvements - Design	100,000
Yonezawa Blvd/Moses Lake Ave. - Design	645,000
Annual Chip and Crack Seal program	1,010,000
ADA Street upgrades - 2023	101,000
ADA Stormwater upgrades - 2023	171,700
Total	\$ 3,239,700

Transportation Benefit District - 170	Projected Cost
Traffic Modeling	200,000
Total	\$ 200,000

Water Rights - 471	Projected Cost
Purchase of Water Rights Acquisition	\$ 1,000,000
Total	\$ 1,000,000

Water and Sewer Construction - 477	Projected Cost
Milwaukee/Aerotec Watermain	500,000
Well 34 Design Engineering	250,000
Water Comp Plan Update	200,000
Well 21, 31 & 33 Pump Lowering	450,000
Reservoir 10 Construction	2,000,000
Meter endpoint replacement	400,000
Reservoir 6 repainting	350,000
Bridge Crossing Condition Assessment	250,000
Northshore Lift Station	500,000
COF Raw Waste Upgrade	500,000
Westshore Bio-Filter	200,000
Total	\$ 5,600,000

Building Maintenance - 528	Projected Cost
Civic Center Xeriscaping & Annex space analysis	500,000
Install Solar Array on Civic Center	400,000
Total	\$ 900,000

General Fund (Police/Local Borrowing) 001/282	Projected Cost
New Police Station	15,000,000
Total	\$ 15,000,000

A new Police station is estimated to cost \$15.0 million. The City of Moses Lake will drawdown the funds as necessary in 2023 from local borrowing (Fund 282). The 2023 budget has a \$354,000 debt service payment incorporated as Year 1 of repayment for the project.

Capital project carryforwards as deemed necessary from 2022 projects that were not completed by end of 2022 will be brought to Council at a later date.

Technology

The City is continuing its quest to improve and build-out its technology department and systems. This budget includes the cost for hiring a Technology Director and the ongoing maintenance costs systems across the City.

Fee Schedule/Rates

Council will approve changes to the fee schedule by a separate resolution.

Conclusion

The 2023 budget is balanced within available resources. Although the General Fund projects use of the reserve balance, staff anticipates ending balances will be consistent with prior year's budgetary performance (underspending and conservative revenue projections).

CITY LEADERSHIP

CITY COUNCIL



DON MYERS
MAYOR



DEANNA MARTINEZ
DEPUTY MAYOR



DAVID ECK
COUNCIL MEMBER



DUSTIN SWARTZ
COUNCIL MEMBER



JUDY MADEWELL
COUNCIL MEMBER



MARK FANCHER
COUNCIL MEMBER

DAVID SKAUG
COUNCIL MEMBER



City Manager

Allison Williams

Assistant City Manager

Richard Huebner

Department Directors

Kirsten Sackett

Madeline Prentice

Kirk Holmes

Dollie Boyd

Shannon Springer

Brett Bastian

Kevin Fuhr

Community Development

Finance

Interim Municipal Services

Interim Parks and Recreation

Human Resources

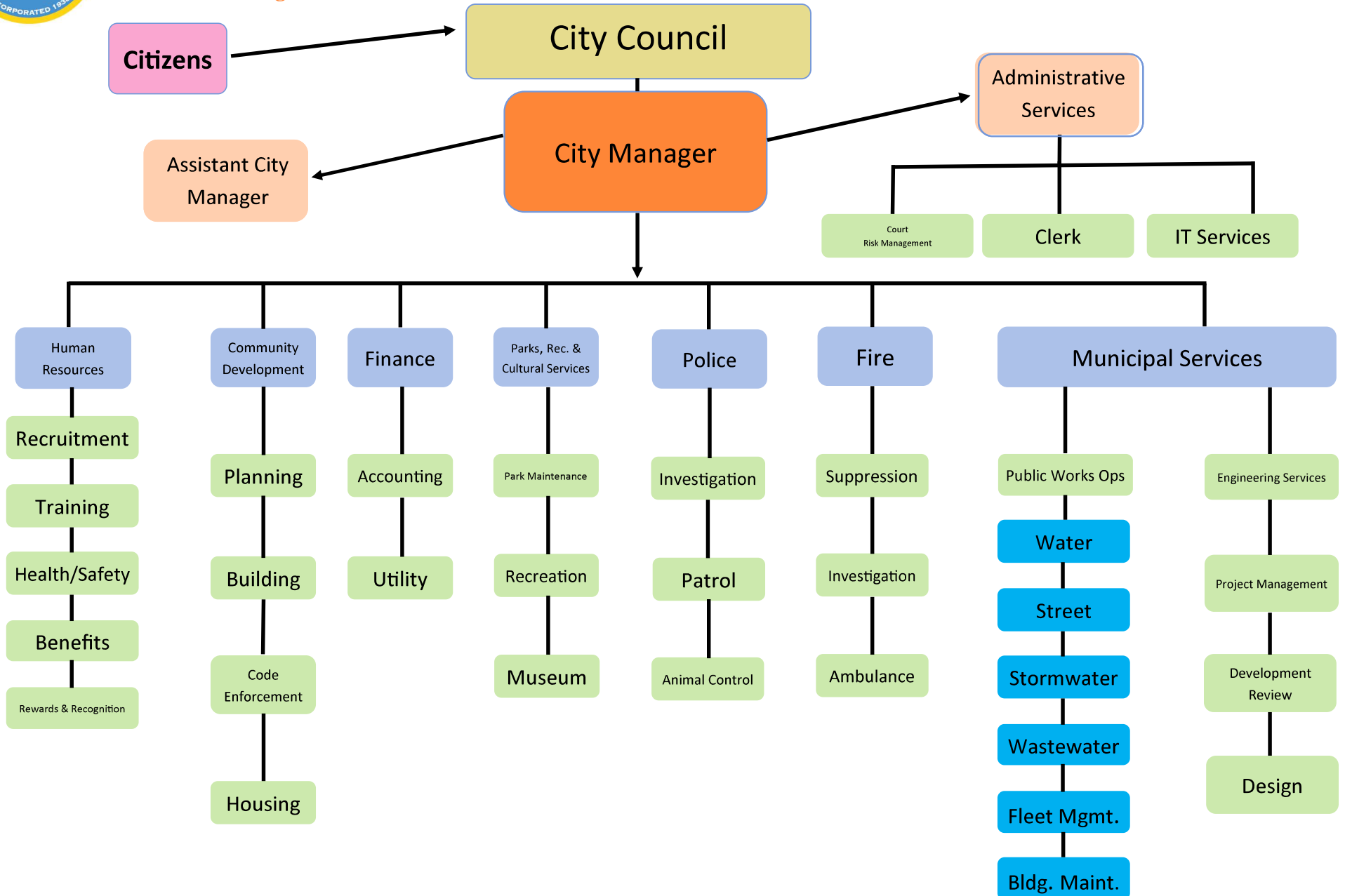
Fire Department

Police Department



CITY OF MOSES LAKE

Organizational Chart 2022



MEMORANDUM

To: City Manager
Department Directors
Division Managers
Administrative Support Staff

From: Madeline Prentice, Finance Director

Date: July 13, 2022

Re: Fiscal Year 2023 Budget Guidelines

The purpose of these instructions is to communicate the process we will be using to develop the FY 2023 budget. We will be considering key strategies, priorities, and objectives with the overall goal of allocating resources to meet the following strategic priorities of the City Council. In 2021, the City adopted a new vision and mission to guide the work of the City:

Vision

Moses Lake is a diverse, connected and supportive community of innovation and opportunity that values its namesake lake, small town vibe, growing arts and cultural scene, aerospace, manufacturing and agricultural heritage and an abundance of sunshine and outdoor activities.

Mission

Provide a service-oriented government that works with all interests in the community to implement our Vision.

In addition, in February 2022, the newly seated Council met to establish priorities for the City which are:

- Manage and Encourage City Growth
 - Streamline City permitting processes
 - Identify housing needs and ability to increase supply (marketing opportunities)
 - Benefit from manufacturing identity
 - Add and revitalize infrastructure (water, sewer, transportation)
 - Beautify corridors, add amenities (shopping, retail, activities)
- Crime Reduction
 - Emphasis on programs that can steer youth positively (STEM/STEAM programs)
 - Collaborate on gang/drug initiatives
 - Augment graffiti abatement efforts
- Collaboration
 - Align interests with County, Port, EDC, BBCC, Watershed Council and receive regular reports
 - Be responsive to the public, customers, agencies
 - Hire with customer service in mind, augment bilingual staff

- Lake Health
 - Shoreline master program update underway
 - Augment City infrastructure that can influence lake health (sewer infrastructure, stormwater diversion)
 - Participate in Watershed Council
- City Sustainability
 - Staffing – evaluate staffing to support the needs of the City
 - Ensure a strong financial backbone

The following key principles will be observed as we prepare the City’s 2023 budget:

- The City must adopt a balanced budget that is fiscally prudent and sustainable. This may require departments to change the method of service delivery, change current service levels, or discontinue certain services to live within available resources.
- Department goals should align with City Council’s five priorities established by Council.
- Departments should identify budgetary outcomes that advance the City’s priorities.
- Identify key performance measures that can be used to evaluate the effectiveness and efficiencies of meeting the priorities.
- Identify capital investments for projects, facilities and equipment that will optimize city infrastructure, services, and operational efficiencies. Include maintenance and operating costs in your capital requests.
- For costs related to staffing, the preliminary budget will incorporate increases related to contractual obligations negotiated for our represented employees and non-represented will be based on the step program developed in 2019. Finance will perform these calculations.
- New or reclassified positions will be considered if the need can be justified in order to impact one of the City’s goals.
- Unrestricted reserve funds shall only be used for one-time capital costs. Ongoing maintenance and operating expenses will be reviewed on a line item basis to ensure need. Inflation is running at an annual rate of about 10%, fueled by continued supply line shortages/disruptions and increased fuel prices and then there will be a necessity for conduct of business.
- Training costs should be based on specific training needs identified in each department’s plan. Training is encouraged to enhance employee expertise and performance, but needs to be justified as part of the business case.
- The “base” overtime budget should be estimated as though the operation is fully staffed. Overtime caused by vacancies should be covered by related salary savings.
- If there are significant programs and operational changes needed, a policy proposal should be written to meet City priorities. Significant operation program changes include:
 - Major service reductions or expansions;
 - Any increase or decrease in staffing levels;
 - Significant one-time costs, including all capital improvements;
 - Significant ongoing cost increase to maintain existing services or changes in the method of service delivery;

- Changes in operations that will significantly affect customer service – either external or internal to the organization; and
- Proposed fee increases or new revenue sources.

Any proposal for additional budget authority for staff or programs should come with proposed revenues to cover the additional costs or proposed expenditure reductions in other areas.

Sales tax is coming in strong in the first half of 2022, fueled by major construction projects and increasing online purchases. Since much of the increase is tied to “one-time” projects, we will strive to use these balances for capital projects in 2023.

In the past several years, as budgets allowed, we have increased contributions to capital reserves for replacement in the Fleet Maintenance and Building Maintenance Funds and made additional contributions to Central Services for Information Technology hardware and software replacement. This practice has allowed us to do some “catch up” on those purchases and has built the replacement reserves although these levels remain below true replacement cycle requirements. We will continue to evaluate capital replacement needs as we work through the 2023 budget.

Finance will be submitting more detailed instructions for budget development under separate cover. The RCW Budget calendar and estimated target dates to meet state law requirements is attached to this document.

Budget Calendar for Preparation of 2023 Budgets

Major Steps in Budget Preparation	State Law Time Limitations	Actual 2022 Date	Moses Lake's Date
Policy setting sessions between City Council, City Manager & Department Heads.	Not Applicable	Not Applicable	August 9
1. Request by Finance Director to all department heads and those in charge of municipal offices to prepare detailed estimates of revenues and expenditures for next fiscal year (calendar year). RCW 35.33.031 and RCW 35A.33.030.	By second Monday in September. ¹	September 12	August 5
2. Estimates are to be filed with the Finance Director. RCW 35.33.031 and RCW 35A.33.030.	By fourth Monday in September.	September 12-25	September 2
3. Estimates are presented to the City Manager for modifications, revisions or additions. Finance Director must submit to City Manager proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed. RCW 35.33.031 and RCW 35A.33.030.	On or before the first business day in the third month prior to beginning of the fiscal year.	September 30	September 23
4. City Manager provides the legislative body with current information on estimates of revenues from all sources as adopted in the budget for the current year. City Manager also provides the legislative body with the clerk's proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed. RCW 35.33.135 and 35A.33.135	No later than the first Monday in October.	October 3	September 27-summary
5. The legislative body must hold a public hearing on revenue sources for the coming year's budget, including consideration of possible increases in property tax revenues. RCW 84.55.120. After the hearing, a city may choose to pass an ordinance at the same meeting authorizing a property tax increase in terms of dollars and percent to comply with Referendum 47.	Before legislative body votes on property tax levy. Deadlines for levy setting are in item 8 below.	See Item 8	November 8 or November 22

6. City Manager prepares preliminary budget and budget message ² and files with the city legislative body and Finance Director. RCW 35.33.055 & 35A.33.052.	At least 60 days before the ensuing fiscal year.	October 29	October 25
7. Clerk publishes notice of filing of preliminary budget with Finance Director and publishes notice of public hearing on final budget once a week for two consecutive weeks. RCW 35.33.061 & 35A.33.050.	No later than the first two weeks in November.	October 31 through November 13	October 25 November 8
8. Setting property tax levies. RCW 84.52.070.	November 30 for all cities and towns.	November 30	November 8 - 1 st November 22 - 2 nd
9. The legislative body, or a committee thereof, must schedule hearings on the budget or parts of the budget and may require the presence of department heads. RCW 35.33.057 & 35A.33.055.	Prior to the final hearing.	November 1 through 29 (suggested)	November 8 – following October Council retreat to be scheduled
10. Copies of proposed (preliminary) budget made available to the public. RCW 35.33.055 & 35A.33.052.	No later than six weeks before January 1.	November 18	November 1
11. Final hearing on proposed budget. RCW 35.33.071 & 35A.33.070.	On or <u>before</u> first Monday of December, and may be continued from day-to-day but no later than the 25th day prior to next fiscal year (December 7).	December 5	November 22
12. Adoption of budget for 2001. RCW 35.33.075 & 35A.33.075.	Following the public hearing and prior to beginning of the ensuing fiscal year.	Day of your public hearing through December 31.	November 22 or December 6
13. Copies of final budget to be transmitted to the State Auditor's Office and to MRSC.		After adoption	After adoption

¹ RCW 35.33.031 actually provides "on or before the second Monday of the fourth month," etc. Therefore, pursuant to the state budget law, that step (and certain others) could be taken before the dates listed here. See also, RCW 35A.33.030.

² RCW 35.33.057 and RCW 35A.33.055 specify that the budget message must contain the following:

An explanation of the budget document;

An outline of the recommended financial policies and programs of the city for the ensuing fiscal year;

A statement of the relation of the recommended appropriation to such policies and programs;

A statement of the reason for salient changes from the previous year in appropriation and revenue items;

An explanation for any recommend major changes in financial policy

³If a due date falls on a Saturday, Sunday or Holiday, that due date becomes the next business day. RCW 1.12.070.

**City of Moses Lake, Washington
Annual Budget - 2023**

**Schedule A
Summary of Available Resources and Appropriations by Fund**

Fund	Description	2023			
		2023 Projected Revenues	2023 Use of Fund Balance	Expenditure Appropriation	% of Budget
001	General Fund	31,069,375	3,998,132	35,067,507	31.5%
102	Tourism Activities	680,000	25,000	705,000	0.6%
103	Grants & Donations	105,345	2,655	108,000	0.1%
105	Local Fiscal Recovery	-	6,291,000	6,291,000	5.6%
110	Homeless Services	2,387,522	-	2,338,663	2.1%
114	Paths & Trails	12,000	15,000	27,000	0.0%
116	Streets	1,976,614	707,492	2,684,106	2.4%
170	Transportation Benefit District	2,176,000	-	2,175,000	2.0%
410	Water/Wastewater Operating	14,333,260	1,361,661	15,694,921	14.1%
490	Sanitation	5,125,000	-	4,971,700	4.5%
493	Stormwater	1,465,304	-	1,348,607	1.2%
495	Airport	41,000	65,852	106,852	0.1%
498	Ambulance	3,881,083	-	3,744,519	3.4%
517	Central Services	2,671,660	182,426	2,854,086	2.6%
519	Equipment Rental	2,978,612	228,996	3,207,608	2.9%
528	Building Maintenance	1,994,460	-	1,889,599	1.7%
119	Street Repair/Reconst.	3,359,852	340,148	3,700,000	3.3%
314	Parks & Recreation Impr.	-	-	-	0.0%
315	Park Mitigation Capital Proj.	-	-	-	0.0%
316	Police Department Capital	15,000,000	-	15,000,000	13.5%
471	Water Rights	800,000	200,000	1,000,000	0.9%
477	Water/Sewer Construction	3,170,000	800,000	3,970,000	3.6%
501	Unemployment Compensation	85,100	-	74,000	0.1%
503	Risk Management	1,454,250	389	1,454,639	1.3%
611	Firemen's Relief & Pension	55,500	-	55,000	0.0%
282	Local Borrowing	1,354,652	-	1,354,652	1.2%
286	GOB 2016 Refunding	376,200	-	376,200	0.3%
450	Water/Sewer 2011 Bond	-	-	-	0.0%
451	Bond Reserve - 2011	-	-	-	0.0%
452	Water/Sewer 2004 Bond	1,224,000	-	1,224,000	1.1%
453	Water/Sewer 2004 Bond Reserve	-	-	-	0.0%
485	PWTF W/S Debt Service	-	-	-	0.0%
487	GOB 2006 Redemption Parks	75,400	-	75,300	0.1%
		<u>\$ 97,852,189</u>	<u>\$ 14,218,751</u>	<u>\$ 111,497,958</u>	

CITY OF MOSES LAKE

2023 BUDGET AND ESTIMATED FUND BALANCE BY CITY FUNCTIONAL GROUPING - PROPOSED BUDGET

	2022 Adopted Expenditures	2022 Adopted Revenue	2023 Proposed Expenditures	Exp. % Chg. 2023 vs 2022 Adopted	2023 Proposed Revenue	Rev % 2023 vs 2022 Adopted	2023 Gain/(Use) of Fund Balance	2023 Est. Beg. Fund Balance	2023 Est. End. Fund Balance
General Fund									
Legislative	\$ 159,765		155,124	-2.9%					
Executive	549,280		833,328	51.7%					
Human Resources	449,924		547,837	21.8%					
Finance	1,093,965		1,311,710	19.9%					
Community Development	2,011,603		2,608,471	29.7%					
Legal	274,550		278,730	1.5%					
Misc. Services	1,960,900		2,198,943	12.1%					
Library	71,500		64,500	-9.8%					
Engineering	2,233,296		2,619,744	17.3%					
Parks & Recreation	7,344,590		7,564,846	3.0%					
Police	9,816,737		11,442,546	16.6%					
Fire	4,983,806		5,441,730	9.2%					
Total General Government Funds	30,949,916	\$ 28,952,822	35,067,507	13.3%	\$ 31,069,375	7.3%	(3,998,132)	10,342,540	6,344,408
Less: One-time General Fund Expenditures	(589,036)		\$ (279,400)						
Total Recurring General Fund Budget	30,360,880		\$ 34,788,107						
Other Operating/Enterprise									
Tourism Activities -102	677,100	620,100	705,000	4.1%	680,000	9.7%	(25,000)	1,037,188	1,012,188
Grants & Donations -103	115,300	96,500	108,000	-6.3%	105,345	9.2%	(2,655)	1,111,674	1,109,019
Local Fiscal Recovery - 105	290,558	3,361,779	6,291,000	2065.1%	-	-100.0%	(6,291,000)	6,298,503	7,503
Homeless Services - 110	285,766	509,365	2,338,663	718.4%	2,387,522	368.7%	48,859	671,416	720,275
Paths & Trails - 114	26,000	2,000	27,000	3.8%	12,000	500.0%	(15,000)	104,344	89,344
Streets - 116	2,648,742	2,072,828	2,684,106	1.3%	1,976,614	-4.6%	(707,492)	728,714	21,222
Transportation Benefit District - 170	2,154,000	1,980,500	2,175,000	1.0%	2,176,000	9.9%	1,000	834,684	835,684
Water/Wastewater Operating - 410	15,383,172	13,671,602	15,694,921	2.0%	14,333,260	4.8%	(1,361,661)	5,298,614	3,936,953
Sanitation -490	4,836,253	4,951,680	4,971,700	2.8%	5,125,000	3.5%	153,300	1,786,723	1,940,023
Stormwater - 493	1,007,178	1,023,347	1,348,607	33.9%	1,465,304	43.2%	116,698	675,053	791,750
Airport - 495	73,720	27,853	106,852	44.9%	41,000	47.2%	(65,852)	86,918	21,066
Ambulance - 498	3,757,240	3,614,260	3,744,519	-0.3%	3,881,083	7.4%	136,564	1,059,845	1,196,409
Central Svc - 517	2,096,791	2,097,410	2,854,086	36.1%	2,671,660	27.4%	(182,426)	900,840	718,414
Equipment Rental -519	2,741,250	2,716,814	3,207,608	17.0%	2,978,612	9.6%	(228,996)	763,304	534,309
Build Maint -528	2,634,304	2,525,900	1,889,599	-28.3%	1,994,460	-21.0%	104,862	2,131,740	2,236,602
Total Other Operating/Enterprise	38,727,374	39,271,938	48,146,660	24.3%	39,827,860	1.4%	(8,318,800)	23,489,561	15,170,761

CITY OF MOSES LAKE
2023 BUDGET AND ESTIMATED FUND BALANCE BY CITY FUNCTIONAL GROUPING - PROPOSED BUDGET

	2022 Adopted Expenditures	2022 Adopted Revenue	2023 Proposed Expenditures	Exp. % Chg. 2023 vs 2022 Adopted	2023 Proposed Revenue	Rev % 2023 vs 2022 Adopted	2023 Gain/(Use) of Fund Balance	2023 Est. Beg. Fund Balance	2023 Est. End. Fund Balance
Capital Improvement									
Street Repair/reconst -119	3,700,000	3,013,150	3,700,000	0.0%	3,359,852	11.5%	(340,148)	2,427,103	2,086,955
Parks & Recreation Improvement-314	-	-	-	0.0%	-	0.0%	-	847,406	847,406
Park Mitigation Capital Proj-315	-	20,000	-	0.0%	-	-100.0%	-	(118,468)	(118,468)
Police Department Capital - 3xx	-	-	15,000,000	0.0%	15,000,000	0.0%	-	-	-
Water Rights - 471	2,038,316	700,000	1,000,000	-50.9%	800,000	14.3%	(200,000)	926,612	726,612
Water/Sewer Construction-477	3,900,000	3,900,000	3,970,000	1.8%	3,170,000	-18.7%	(800,000)	6,532,974	5,732,974
Total Capital Improvement	9,638,316	7,633,150	23,670,000	145.6%	22,329,852	192.5%	(1,340,148)	10,615,627	9,275,479
Risk Mgmt/Employee Benefit Reserves									
Unemployment Compensation - 501	66,500	85,000	74,000	11.3%	85,100	0.1%	11,100	(7,917)	3,183
Risk Management -503	1,064,370	1,307,000	1,454,639	36.7%	1,454,250	11.3%	(389)	374,975	374,586
Firemen's Relief & Pension - 611	55,000	44,500	55,000	0.0%	55,500	24.7%	500	460,111	460,611
Total Employee Benefit Reserves	1,185,870	1,436,500	1,583,639	33.5%	1,594,850	11.0%	11,211	827,169	838,380
Debt Service									
LOCAL Borrowing - 282	1,451,536	1,452,500	1,354,652	-6.7%	1,354,652	-6.7%	0	689,590	689,591
GOB 2016 Refunding-286	376,150	375,900	376,200	0.0%	376,200	0.1%	-	184,768	184,768
Water-Sewer 2011 Bond-450	-	-	-	0.0%	-	0.0%	-	8,087	8,087
Bond Reserve-2011 451	-	-	-	0.0%	-	0.0%	-	567,600	567,600
Water-Sewer 2004 Bond-452	686,850	686,250	1,224,000	78.2%	1,224,000	78.4%	-	6,667	6,667
Water-Sewer 2004 Bond Reserve-453	-	-	-	0.0%	-	0.0%	-	701,500	701,500
PWTF W/S Debt Serv - 485	532,112	532,100	-	-100.0%	-	-100.0%	-	20,196	20,196
2015 GO Bond Redempt- 487	75,320	76,000	75,300	0.0%	75,400	-0.8%	100	9,313	9,413
Total Debt Service	3,121,968	3,122,750	3,030,152	-2.9%	3,030,252	-3.0%	100	2,187,722	2,187,822
Total City Budget	\$ 83,623,444	\$ 80,417,160	\$ 111,497,958	33.3%	\$ 97,852,189	21.7%	\$ (13,645,769)	\$ 47,462,619	\$ 33,816,850

CITY OF MOSES LAKE

Five-Year Budget Comparison By City Functional Grouping 2019-2023

As of 11/13/2022																
	2019 Actual Expenditures	2019 Actual Revenues	2020 Actual Expenditures	2020 Actual Revenues	2021 Actual Expenditures	2021 Actual Revenues	2022 Adopted Expenditures	2022 Adopted Revenue	2022 Forecast Expenditures	2022 Forecast Revenue	2023 Proposed Expenditures	2023 Proposed Revenue	1/1/2023 Proj. Fund Balance	2023 Gain/(Use) of Fund Balance	12/31/2023 Proj. Fund Balance	
General Fund																
Legislative	\$ 348,327		\$ 357,490		\$ 264,937		\$ 159,765		142,697		155,124					
Executive	938,597		865,604		616,188		549,280		585,858		833,328					
Human Resources	301,375		192,726		321,086		449,924		535,332		547,837					
Finance	1,090,564		1,203,967		1,149,725		1,093,965		1,106,119		1,311,710					
Community Development	1,411,301		1,640,960		1,700,932		2,011,603		1,932,267		2,608,471					
Legal	208,641		211,192		195,236		274,550		190,069		278,730					
Misc. Services	1,804,832		2,340,491		1,911,866		1,960,900		1,953,728		2,198,943					
Library	78,976		78,269		73,336		71,500		68,223		64,500					
Engineering	2,055,148		2,210,430		1,836,626		2,233,296		2,014,719		2,619,744					
Parks & Recreation	5,874,843		5,161,426		6,556,102		7,344,590		6,707,003		7,564,846					
Police	7,647,601		8,296,331		8,858,304		9,816,737		10,094,503		11,442,546					
Fire	3,819,916		4,287,077		4,209,502		4,983,806		4,345,920		5,441,730					
Total General Government Funds	25,580,122	25,887,624	26,845,963	\$ 27,430,226	27,693,841	\$ 31,410,348	30,949,916	\$ 28,952,822	29,676,438	31,942,156	35,067,507	\$ 31,069,375	10,342,540	(3,998,132)	6,344,408	
Less: One-time General Fund Expenditures							(589,036)				\$ (279,400)					
Total Recurring General Fund Budget							30,360,880				\$ 34,788,107	\$ 4,117,591		13.3%		
Other Operating/Enterprise																
Tourism Activities -102	990,562	835,906	546,513	582,522	639,987	782,306	677,100	620,100	704,871	890,681	705,000	680,000	1,037,188	(25,000)	1,012,188	
Grants & Donations -103	310,127	371,477	472,569	570,652	218,079	280,986	115,300	96,500	91,137	217,985	108,000	105,345	1,111,674	(2,655)	1,109,019	
Local Fiscal Recovery - 105	-	-	-	-	-	3,365,063	290,558	3,361,779	432,558	3,365,998	6,291,000	-	6,298,503	(6,291,000)	7,503	
Homeless Services - 110	-	-	270,985	321,098	1,138,372	1,366,747	285,766	509,365	655,966	1,040,683	2,338,663	2,387,522	671,416	48,859	720,275	
Paths & Trails - 114	-	2,351	27,577	12,086	4,803	12,215	26,000	2,000	996	12,127	27,000	12,000	104,344	(15,000)	89,344	
Streets - 116	2,458,984	2,503,678	2,608,491	2,582,027	2,283,669	2,624,421	2,648,742	2,072,828	2,228,910	1,792,403	2,684,106	1,976,614	728,714	(707,492)	21,222	
Transportation Benefit District - 170	1,650,000	1,691,661	1,650,000	1,791,289	1,850,000	2,091,136	2,154,000	1,980,500	2,154,000	2,466,291	2,175,000	2,176,000	834,684	1,000	835,684	
Water/Wastewater Operating - 410	14,456,644	12,029,717	14,067,338	14,579,951	12,421,004	14,666,025	15,383,172	13,671,602	13,704,696	13,924,751	15,694,921	14,333,260	5,298,614	(1,361,661)	3,936,953	
Sanitation -490	4,137,933	4,755,439	4,318,647	4,635,921	4,669,496	4,524,748	4,836,253	4,951,680	4,530,643	5,258,048	4,971,700	5,125,000	1,786,723	153,300	1,940,023	
Stormwater - 493	911,267	1,051,136	1,313,388	1,431,595	912,068	1,568,601	1,007,178	1,023,347	776,641	1,036,109	1,348,607	1,465,304	675,053	116,698	791,750	
Airport - 495	25,746	26,836	28,250	30,311	28,513	48,363	73,720	27,853	191,938	184,307	106,852	41,000	86,918	(65,852)	21,066	
Ambulance - 498	2,744,375	3,564,912	3,263,671	3,462,611	3,562,816	3,731,062	3,757,240	3,614,260	3,696,368	3,650,550	3,744,519	3,881,083	1,059,845	136,564	1,196,409	
Central Svc - 517	1,560,857	1,826,200	2,003,430	2,284,952	2,078,082	1,826,749	2,096,791	2,097,410	1,924,507	2,097,448	2,854,086	2,671,660	900,840	(182,426)	718,414	
Equipment Rental -519	2,689,317	3,792,460	5,168,473	6,235,063	4,939,670	4,108,329	2,741,250	2,716,814	4,870,914	2,905,696	3,207,608	2,978,612	763,304	(228,996)	534,309	
Build Maint -528	4,316,046	3,745,901	3,789,013	4,099,146	2,726,408	2,781,228	2,634,304	2,525,900	1,945,325	2,525,900	1,889,599	1,994,460	2,131,740	104,862	2,236,602	
Total Other Operating/Enterprise	36,251,859	36,197,672	39,528,345	42,619,225	37,472,965	43,777,980	38,727,374	39,271,938	37,909,469	41,368,977	48,146,660	39,827,860	23,489,561	(8,318,800)	15,170,761	

CITY OF MOSES LAKE
Five-Year Budget Comparison By City Functional Grouping 2019-2023

	2019 Actual Expenditures	2019 Actual Revenues	2020 Actual Expenditures	2020 Actual Revenues	2021 Actual Expenditures	2021 Actual Revenues	2022 Adopted Budget	2022 Adopted Revenue	2022 Forecast Expense	2022 Forecast Revenue	2023 Proposed Expenditures	2023 Proposed Revenue	1/1/2023 Proj. Fund Balance	2023 Gain/(Use) of Fund Balance	12/31/2023 Proj. Fund Balance
Capital Improvement															
Street Repair/reconst - 119	2,560,538	4,023,150	2,608,491	2,646,447	1,361,167	3,987,745	3,700,000	3,013,150	5,067,769	3,766,586	3,700,000	3,359,852	2,427,103	(340,148)	2,086,955
Parks & Recreation Improvement-314	445,667	724,386	599,194	906,350	4,538,813	11,629,598	-	-	6,829,253	-	-	-	847,406	-	847,406
Park Mitigation Capital Proj-315	-	101,909	680,000	78,154	-	(69,604)	-	20,000	-	-	-	-	(118,468)	-	(118,468)
Police Department Capital - 3xx	-	-	-	-	-	-	-	-	-	-	15,000,000	15,000,000	-	-	-
Water Rights - 471	-	124,560	-	160,800	-	272,860	2,038,316	700,000	1,000,000	981,400	1,000,000	800,000	926,612	(200,000)	726,612
Water/Sewer Construction-477	3,727,909	2,999,832	3,530,512	2,050,000	3,283,097	1,550,000	3,900,000	3,900,000	2,843,717	3,900,000	3,970,000	3,170,000	6,532,974	(800,000)	5,732,974
Total Capital Improvement	6,734,114	7,973,837	7,418,197	5,841,751	9,183,078	17,370,599	9,638,316	7,633,150	15,740,740	8,647,985	23,670,000	22,329,852	10,615,627	(1,340,148)	9,275,479
Risk Mgmt/Employee Benefit Reserves															
Unemployment Compensation - 501	73,143	68,897	63,148	61,352	30,831	46,307	66,500	85,000	75,212	38,444	74,000	85,100	(7,917)	11,100	3,183
Risk Management -503	713,882	591,067	880,560	802,523	821,075	873,800	1,064,370	1,307,000	1,045,731	1,012,000	1,454,639	1,454,250	374,975	(389)	374,586
Firemen's Relief & Pension - 611	50,319	44,801	45,652	45,652	32,086	46,573	55,000	44,500	34,999	47,917	55,000	55,500	460,111	500	460,611
Total Employee Benefit Reserves	837,344	704,765	989,361	909,527	883,993	966,680	1,185,870	1,436,500	1,155,941	1,098,361	1,583,639	1,594,850	827,169	11,211	838,380
Debt Service															
LOCAL Borrowing - 282	-	-	-	-	599,474	914,000	1,451,536	1,452,500	1,082,004	1,452,500	1,354,652	1,354,652	689,590	0	689,591
GOB 2016 Refunding-286	381,583	381,333	381,292	381,217	376,583	376,800	376,150	375,900	375,729	375,900	376,200	376,200	184,768	-	184,768
Water-Sewer 2011 Bond-450	554,162	565,000	553,909	565,000	566,712	565,000	-	-	-	-	-	-	8,087	-	8,087
Bond Reserve-2011 451	-	-	-	-	-	-	-	-	-	-	-	-	567,600	-	567,600
Water-Sewer 2004 Bond-452	183,193	674,250	644,775	676,250	634,573	682,000	686,850	686,250	686,325	686,248	1,224,000	1,224,000	6,667	-	6,667
Water-Sewer 2004 Bond Reserve-453	-	-	-	-	-	-	-	-	-	-	-	-	701,500	-	701,500
PWTF W/S Debt Serv - 485	579,482	572,765	559,916	569,930	565,486	567,150	532,112	532,100	532,059	532,100	-	-	20,196	-	20,196
2015 GO Bond Redempt- 487	79,160	76,400	78,292	76,400	78,847	76,000	75,320	76,000	75,146	76,000	75,300	75,400	9,313	100	9,413
Total Debt Service	1,777,580	2,269,748	2,218,184	2,268,797	2,821,676	3,180,950	3,121,968	3,122,750	2,751,262	3,122,748	3,030,152	3,030,252	2,187,722	100	2,187,822
Total City Budget	<u>\$ 71,181,019</u>	<u>\$ 73,033,646</u>	<u>\$ 77,000,049</u>	<u>\$ 79,069,526</u>	<u>\$ 78,055,552</u>	<u>\$ 96,706,557</u>	<u>\$ 83,623,444</u>	<u>\$ 80,417,160</u>	<u>\$ 87,233,850</u>	<u>\$ 86,180,227</u>	<u>\$ 111,497,958</u>	<u>\$ 97,852,189</u>	<u>\$ 47,462,619</u>	<u>\$ (13,645,769)</u>	<u>\$ 33,816,850</u>



General Fund Revenue

The City receives revenue from many different sources; some revenue is available for any government purpose, while others are restricted for use to a specific fund(s) and/or for a specific purpose. The sources of revenue that are available for use within the General Fund (for general purposes) are listed in the chart below, along with a three-year comparison of the amount of revenue received from each source. Because most General Fund operations are supported primarily by taxes, including Police, Fire, Parks & Recreation, and Streets, General Fund revenue is summarized and analyzed separately from operational divisions.

For 2023, total General Fund revenues are budgeted to be \$31,069,375 or 7.3% more than the 2022 budget of \$28,952,822. The 2023 budgeted revenue was conservatively estimated due to continued economic uncertainty due to high inflation. We have exceeded budgeted amounts in many of the revenue sources through the first three quarters of the year.

	2020 Actual	2021 Actual	2022 Adopted Budget	2022 YTD Forecast	2023 Proposed Budget	2023 vs 2022 Budget % Change	2023 Percent of Total
310 TAXES							
PROPERTY TAX	\$ 7,808,702	\$ 7,899,047	\$ 7,720,700	\$ 8,471,053	\$ 8,821,500	14.3%	28.4%
SALES TAX	7,509,197	9,721,190	7,700,000	10,448,320	9,200,000	19.5%	29.6%
PUBLIC SAFETY SALES TAX	982,158	1,416,209	1,300,000	1,625,815	1,550,000	19.2%	5.0%
UTILITY USER'S TAX	3,282,644	3,436,155	3,459,340	3,577,975	3,681,000	6.4%	11.8%
GAMBLING TAX	130,769	203,027	178,000	266,094	206,000	15.7%	0.7%
OTHER TAXES	34,306	42,359	45,000	61,807	49,000	8.9%	0.2%
Subtotal Taxes	19,747,775	22,717,987	20,403,040	24,451,064	23,507,500	15.2%	75.7%
320 LICENSES & PERMITS	920,713	1,098,771	850,622	610,804	894,000	5.1%	2.9%
330 INTERGOVERNMENTAL REVENUES	2,044,536	1,334,714	1,227,180	1,359,921	1,130,290	-7.9%	3.6%
340 CHARGES FOR GOODS & SERVICES	3,210,856	2,925,727	4,675,574	3,406,238	3,672,935	-21.4%	11.8%
350 FINES AND PENALTIES	643,672	1,030,324	1,029,347	929,176	978,000	-5.0%	3.1%
360 MISCELLANEOUS REVENUES	394,696	192,715	242,059	657,712	360,150	48.8%	1.2%
390 USE OF MONEY AND PROPERTY	500,000	500,005	525,000	527,240	526,500	0.3%	1.7%
TOTAL GENERAL FUND REVENUES	<u>\$ 27,462,248</u>	<u>\$ 29,800,244</u>	<u>\$ 28,952,822</u>	<u>\$ 31,942,156</u>	<u>\$ 31,069,375</u>	<u>7.3%</u>	<u>100.0%</u>

Property Tax is the largest single General Fund revenue, and we are estimating \$8.8 million in 2023. The 2022 levy was over \$7.9 million and the 2023 levy is over \$8.74 million including utilizing \$550,000 of banked capacity. The City is anticipating the collection of over \$300k in 2023 on a delinquent tax balance from 2013. This estimate has been included in the 2023 Property Tax estimate of \$8.8 million.

Sales tax follows with an estimate of \$9.2 million for 2023. Year to date through September, sales tax is experiencing a growth rate of 16.1% over 2021 revenue. We have already exceeded the 2022 budgeted sales tax revenue of \$7.7 million and we are projecting sales tax revenue to end the year at over \$10.0 million. We are conservatively estimating sales tax revenue for 2023 at \$9.2 million.

Utility tax is estimated to bring in \$3.68 million in 2023, and increase of 6.4% over the 2022 adopted budget. The CPI increase was capped at 5% per Council's guidance and affects these amounts. Taxes that are tied more to the price of raw energy (i.e. Electric and Natural Gas) have seen some fluctuation with the underlying energy prices. These are estimated slightly higher than the 2022 budget. Telephone communications tax is estimated to fall as more households are abandoning land lines, and phone plans emphasize the purchase of data versus phone, thus driving down the taxable portion of those bills.



General Fund Revenue

The 3/10th of one percent voted public safety sales tax has exceeded 2022 budgeted amounts, but we have conservatively estimated this tax at \$1.55 million in 2023, largely due to continued economic uncertainty as a result of high inflation.

Other components of taxes include gambling taxes, which are estimated to increase by \$28,000 from 2022 budget. Admissions tax has exceeded 2022 budget but is also conservatively estimated at \$25,000 in 2023.

Licenses and permits are generated by the development community and are budgeted to exceed the 2022 budget by \$48,000. Intergovernmental revenue consists primarily of State-Shared revenue, and is a per capita estimate based on our population of 26,040.

Charges for Goods and Services are primarily made up of:

- The City Administrative fee charged to all funds for the services provided by the Executive branch and Finance;
- Fees charged for Parks and Recreation programs;
- School Resource Officers reimbursed by Moses Lake School District;

As a whole, this category is estimated to decrease by \$1.0 million as a result of changing the method of accounting for Engineering services charged to internal projects and outside developers. In 2022, there was \$1.4 million of Engineering service revenue included in the budget, however, the recent audit revealed that these should not be recorded as revenue, but rather should be recorded as a reduction of Engineering labor expense.

Fines and penalties consist almost entirely of fines generated by the red-light camera program. The 2023 revenue estimate is reduced by \$51k. The 2022 projected revenue is not expected to meet the 2022 budgeted amount; therefore, we have reduced the 2023 budget estimate by 5%.

Miscellaneous Revenues include interest earnings on investments and facility rentals. (It should be noted that all interest earned on the investment portfolio is recorded initially in General Fund, and a distribution of interest earned to various funds is done at year end.) The largest increase in this category is the inclusion of reimbursements by Live Nation for police services provided during the summer concert series.

Other Financing Resources includes an estimate of a transfer from the Water utility to General Fund, should General Fund require it. City-owned utilities do not pay property taxes, which would not be the case if the systems were privately owned. The \$525,000 budget in 2023 matches the actual transfers made since 2015. The 2023 budget is estimated at \$525,000.

Overall, we believe General Fund revenue is conservatively estimated for 2023.



General Fund Revenue

City of Moses LakeProperty Tax Limitation Calculation

	2022 Assessed Values (Dollars in Thousands)	Tax Rate Applied	2023 Levy Dollars (estimate)
Prior Year (2022) = Base	\$ 2,731,841.17	\$ 2.89521	\$ 7,909,261
Levy Limit-1.0% increase from 2011 levy -\$10,222,955			102,230
Base-101%			8,011,491
Valuation Change -- (5.2%)	140,849.01		0
New Construction (1.1%)	54,622.61	2.89521	158,144
State Assessed Value- (still unknown)			
Tax Limit Before Annexation	2,927,312.8	2.79083	8,169,635
Add for Annexation	242	3.58121	868
Limit for Subsequent Year	2,927,555.3	2.79083	8,170,503
Plus: Refunds (estimate)			15,500
Plus: Utilization of "banked capacity" per Councilmatic authority			550,000
Total Ordinance		2.98406	\$ 8,736,003

State of Washington Constitutional Limit

Assessed Valuation	\$ 2,927,555.250	\$ 3.82500	\$ 11,197,899
Less: Library Levy (Estimate)		0.3254	952,527
Maximum 2022 Levy for Collection in 2023 (Estimate)		\$ 3.4996	10,245,372

Budget Estimate

Total Levy Calculation		\$ 8,736,003
Less: Potential uncollectible levy (estimate)		190,000
Plus: REC Silicon tax distribution - 2023		\$ 305,056
Estimate to collect		\$ 8,851,059
Budget Estimate		\$ 8,800,000

City of Moses Lake
2023 BUDGET CIP REQUEST SUMMARY
Capital Improvement Projects - Requested

Dept.	Description	Funding Source	Amount	Bud/Unbud	Comments
1 Homeless Services	Sleep Center Relocation	ARPA (105)	1,450,000	B	Carryforward from 2022
2 Engineering	Food Truck Plaza	ARPA (105)/General Fund	439,000	B	Carryforward from 2022 (1% Art Fund puts this over ARPA amount by \$5k)
3 Engineering	Water Extension to Cascade Valley	ARPA (105)	1,000,000	B	Carryforward from 2022
4 Engineering	Sewer Extension to Cascade Valley	ARPA (105)	1,000,000	B	Carryforward from 2022
5 Parks & Rec.	Larson Playfields on Lake water	ARPA (105)	200,000	B	
6 Engineering	Nelson Road Reconstruction	Street Repair (119/REET)	202,000	B	Total project \$2,474,500, \$202k in 2023; \$2.27M in 2024
7 Engineering	Chip and Crack Seal - Annual	Street Repair (119/REET)	1,010,000	B	Annual program
8 Engineering	Gravel Road Paving Program	Street Repair (119/REET)	1,010,000	B	Carryforward from 2022. Lark, Luta & Virginia Streets
9 Engineering	Marina Drive Improvements	Street Repair (119/REET)	100,000	B	Carryforward from 2022 - Design in 2023, balance in 2024
10 Engineering	Traffic Modeling	TBD (170)	200,000	B	Citywide traffic demand model
11 Engineering	ADA Street upgrades 2023	Streets Fund (119)	101,000	B	Annual project
12 Engineering	ADA Stormwater upgrades 2023	Streets Fund (119)/Stormwater Fund (493)	171,700	B	Annual project
13 Engineering	Yonezawa Blvd./Moses Lake Ave.	Street Repair (119/TBD)	645,000	B	Carryforward from 2022, total est. = \$4.4M - \$3.75M City's portion, \$645k grant rec'd.
14 Water	Milwaukee/Aerotec Watermain	Water Fund (411/477)	500,000	B	Currently out to bid - carryover from 2022.
15 Water	Well 34 Design Engineering	Water Fund (411/477)	250,000	B	Carryforward from 2022 - Total cost ~ \$4M to \$5M in 2024+
16 Water	Water Comp. Plan Update	Water Fund (411/477)	200,000	B	Contract awarded, carryover from 2022.
17 Water	Well 21, 31 & 33 Pump Lowering	Water Fund (411/477)	450,000	B	Summer draw downs necessitate need to lower pumps
18 Water	Reservoir 10 Construction	Water Fund (411/477)	2,000,000	B	Mae Valley growth requires addition of resevoir
19 Water	Meter endpoint replacement	Water Fund (411/477)	400,000	B	6 year program to replace AMR Itron endpoints to AMI Badger endpoints
20 Water	Reservoir 6 Painting	Water Fund (411/477)	350,000	B	
21 Water	Bridge Crossing Condition Assessment	Water Fund (411/477)	250,000	B	Carryforward from 2022
22 Wastewater	Northshore Lift Station	Wastewater Fund (412/477)	500,000	B	Carryover from 2022 - \$2.5M total, \$2.0M spent in 2022?
23 Wastewater	COF Raw Waste Upgrade	Wastewater Fund (412/477)	500,000	B	
24 Wastewater	Westshore Bio-Filter	Wastewater Fund (412/477)	200,000	B	Currently out to bid - carryover from 2022.
25 Water Rights	Purchase of Water Rights	Water Rights Acquisition (471)	1,000,000	B	Annual 6 years
26 Building Maintenance	Install Solar Array on Civic Center	General Fund/REET	400,000	B	For battery backup & update museum lighting - \$350k in 2024
27 Building Maintenance	Civic Center Annex & xeriscaping	General Fund/REET	500,000	B	Space needs analysis/improvements for Civic Center Annex & xeriscape plans/work around Civic Center/Annex for water conservation
28 General Fund	Police Department remodel/new build (Note 1)	General Fund - Local Borrowing (001-030/282) Note 1	15,000,000	B	Could add ~\$380k for debt service payment in 2023, depending on timing.
Total Requested			\$ 30,028,700		

Notes:

Note 1 The Police Department remodel or new build is estimated to cost \$15.0 million. The City of Moses Lake will drawdown the funds as necessary in 2023 from local borrowing (Fund 282). The 2023 budget would need to include an approximately \$354,000 debt service payment as Year 1 of repayment for the project.



Capital Project Budget

Date:	September 12, 2022	Project Number:	
Project Name:	Sleep Center Relocation	Dept/Category:	110 - Homeless Services
Public Impact:	Provide shelter to enforce no-camping	Personnel Impact:	Unknown - depends on site
Regulation/Policy Change Needed?	Yes	Legal Constraints?	Unknown - depends on site
Viable Alternatives:	None		

Project Description:
The Sleep Center will be relocated to a permanent location. The costs will vary depending on which of the three sites City Council approves. Each site has unique development costs/needs to be ready for operation.

Project Lead:	Housing & Grants Mgr	Start Year:	2022
Assigned Department:	Com Dev	End Year:	2023
Original Project Budget:	\$1,500,000	Total City Funding:	\$1,512,250
Budget Amendment:	\$12,215	Other Funding:	

Project Notes:
\$50k ARPA + \$12,215 Gen Fund- Feasibility Study; \$1,450,000 ARPA- Sleep Center Relocation/Site Development

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Feasibility Study	50,000	12,215	-				-
Sleep Center Relocation	1,450,000	-	-				-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	1,500,000	12,215	-	-	-	-	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	ARPA	1,500,000						-
Fund:	General Fund	12,215						-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
								-
								-
								-
								-
Total Project Revenues		1,512,215	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 19, 2022	Project Number:	
Project Name:	Food Truck Plaza	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:			

Project Description:
Design and construct a food truck plaza with utility hook ups and a restroom facility near the Civic Center.

Project Lead:	Engineering	Start Year:	2022
Assigned Department:		End Year:	2023
Original Project Budget:	\$300,000	Total City Funding:	\$5,000
Budget Amendment:	\$505,000	Other Funding:	\$500,000

Project Notes:
\$300,000 of ARPA funds were originally allocated towards this project. An additional \$200,000 of ARPA funds will be allocated in 2023.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
ARPA Funds/Parks	300,000	500,000		66,000	434,000		500,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)		5,000.00		660.00	4,340.00		5,000
Total Project Expenditures	300,000	505,000	-	66,660	438,340	-	505,000

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Parks		5,000		3,000	2,000		5,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
ARPA		300,000	500,000		300,000	200,000		500,000
								-
								-
								-
Total Project Revenues		300,000	505,000	-	303,000	202,000	-	505,000

Approved by City Council: _____ Date



Capital Project Budget

Date:	October 31, 2022	Project Number:	
Project Name:	Cascade Valley Water Extension	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:	None		

Project Description: The city has annexed a portion of Cascade Valley but has not extended water. Water service became a critical issue for public health and safety during the pandemic. This project would provide the ability to make the extensions financially feasible for new and existing city users.

Project Lead:	Engineering	Start Year:	2023
Assigned Department:		End Year:	2024
Original Project Budget:	\$1,000,000	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	\$1,000,000

Project Notes:

ARPA funds were allocated to this project in 2022, but the project was not started.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
ARPA Funds	1,000,000				1,000,000		1,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	10,000				10,000		10,000
Total Project Expenditures	1,010,000	-	-	-	1,010,000	-	1,010,000

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Water					10,000		10,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
ARPA funds		1,000,000				1,000,000		1,000,000
								-
								-
								-
								-
Total Project Revenues		1,000,000	-	-	-	1,010,000	-	1,010,000

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 31, 2022	Project Number:	
Project Name:	Cascade Valley Sewer Extension	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:	None		

Project Description: The city has annexed a portion of Cascade Valley but has not extended sewer. Water and sewer service became a critical issue for public health and safety during the pandemic. This project would provide the ability to make the extensions financially feasible for new and existing city users.

Project Lead:	Engineering	Start Year:	2023
Assigned Department:		End Year:	2024
Original Project Budget:	\$1,000,000	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	\$1,000,000

Project Notes:

ARPA funds were allocated to this project in 2022, but the project was not started.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
ARPA Funds	1,000,000				1,000,000		1,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	10,000				10,000		10,000
Total Project Expenditures	1,010,000	-	-	-	1,010,000	-	1,010,000

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Wastewater					10,000		10,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
ARPA funds		1,000,000				1,000,000		1,000,000
								-
								-
								-
								-
Total Project Revenues		1,000,000	-	-	-	1,010,000	-	1,010,000

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 18, 2022	Project Number:	
Project Name:	Nelson Road Reconstruction	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:	None		

Project Description: Reconstruction of Nelson Road from Lakeland Drive to USBR Canal, including roadway widening, curb, sidewalks, Stormwater, and replacing the existing AC Watermain.

Project Lead:	Engineering	Start Year:	2023
Assigned Department:		End Year:	2024
Original Project Budget:	\$2,474,500	Total City Funding:	\$475,000
Budget Amendment:	\$0	Other Funding:	\$2,000,000

Project Notes:
City has applied for a Safe Routes to School Grant and will hear about funding soon. Water Department will fund the portion to replace the existing AC watermain.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
119 Streets	2,200,000				200,000	2,000,000	2,200,000
Water	250,000					250,000	250,000
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	24,500				2,000	22,500	24,500
Total Project Expenditures	2,474,500	-	-	-	202,000	2,272,500	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Street	222,000				20,000	202,000	222,000
Fund:	Water	252,500					252,500	252,500
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
Safe Routs to School		2,000,000				180,000	1,820,000	2,000,000
								-
								-
								-
								-
Total Project Revenues		2,474,500	-	-	-	200,000	2,274,500	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 18, 2022	Project Number:	
Project Name:	Gravel Road Paving Program	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:	Continue to maintain gravel roads		

Project Description:
Pave Lark Street, Luta Street and Virginia Street.

Project Lead:	Engineering	Start Year:	2023
Assigned Department:		End Year:	2023
Original Project Budget:	\$1,010,000	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:
Construct city standard roads on Lark, Luta and Virginia. Including curb, sidewalk, and stormwater facilities.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Streets	1,000,000				1,000,000		1,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	10,000				10,000		10,000
Total Project Expenditures	1,010,000	-	-	-	1,010,000	-	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Streets	510,000				510,000		510,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
ARRA Funds		500,000				500,000		500,000
								-
								-
								-
								-
Total Project Revenues		1,010,000	-	-	-	1,010,000	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 18, 2022	Project Number:	
Project Name:	Marina Drive Improvements	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:			

Project Description: Roadway improvements on Marina Drive from the RR crossing to the Chevron Gas station. Including curb, sidewalks, stormwater utilities, pavement.

Project Lead:		Start Year:	2022
Assigned Department:		End Year:	2023
Original Project Budget:	\$1,010,000	Total City Funding:	\$945,000
Budget Amendment:	\$0	Other Funding:	\$65,000

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Streets	1,000,000				100,000	900,000	1,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	10,000				10,000		10,000
Total Project Expenditures	1,010,000	-	-	-	110,000	900,000	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Streets	945,000				100,000	845,000	945,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
TIB		65,000				-	65,000	65,000
								-
								-
								-
								-
Total Project Revenues		1,010,000	-	-	-	100,000	910,000	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 18, 2022	Project Number:	
Project Name:	Yonezawa East Extension	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:			

Project Description: Design and construct a multi-lane roundabout on Hwy 17 at Yonezawa. Construct Moses Lake Blvd from Groff Elementary to Yonezawa including Water, Sewer, and Storm utilities.

Project Lead:	Engineering	Start Year:	2022
Assigned Department:		End Year:	2024
Original Project Budget:	\$4,393,500	Total City Funding:	\$3,748,500
Budget Amendment:	\$0	Other Funding:	\$645,000

Project Notes:
STBG grant to pay for roundabout design. City will seek funding from various grants and developers to pay for the majority of the construction improvements.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Streets	4,000,000			-	645,000	3,355,000	4,000,000
Water	175,000					175,000	175,000
Sewer	175,000					175,000	175,000
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	43,500			-	6,450	37,050	43,500
Total Project Expenditures	4,393,500	-	-	-	651,450	3,742,050	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Streets	3,395,000			1,000	10,500	3,383,500	3,395,000
Fund:	Water	176,750					176,750	176,750
Fund:	Sewer	176,750					176,750	176,750
Fund:								-
Fund:								-
GRANTS:								-
STBG		645,000			645,000	-		645,000
								-
								-
								-
								-
Total Project Revenues		4,393,500	-	-	646,000	10,500	3,737,000	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 18, 2022	Project Number:	
Project Name:	Annual Chip Seal Crack Seal Project	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:			

Project Description:
Annual Pavement Preservation project consisting of crack sealing and chip sealing various city streets

Project Lead:	Engineering	Start Year:	2023
Assigned Department:		End Year:	2023
Original Project Budget:	\$1,010,000	Total City Funding:	\$1,010,000
Budget Amendment:	\$0	Other Funding:	\$0

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
119 Streets	1,000,000				1,000,000		1,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	10,000				10,000		10,000
Total Project Expenditures	1,010,000	-	-	-	1,010,000	-	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Street	1,010,000				1,010,000		1,010,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
								-
								-
								-
								-
Total Project Revenues		1,010,000	-	-	-	1,010,000	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 18, 2022	Project Number:	
Project Name:	Traffic Studies	Dept/Category:	Engineering
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:			

Project Description: Complete intersection evaluations at Nelson/Division, Wheeler/L for possible upgrades. Evaluate lane configurations and parking in the downtown area. Evaluate needs in the Wheeler Road corridor.

Project Lead:	Engineering	Start Year:	2023
Assigned Department:		End Year:	2023
Original Project Budget:	\$202,000	Total City Funding:	\$202,000
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Streets	200,000				200,000		200,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	2,000				2,000		2,000
Total Project Expenditures	202,000	-	-	-	202,000	-	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	TBD	202,000				202,000		202,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
								-
								-
								-
								-
Total Project Revenues		202,000	-	-	-	202,000	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	October 31, 2022	Project Number:	
Project Name:	Water Rights Acquisition	Dept/Category:	Water
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description:	Water Rights Acquisition
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Project Lead:		Start Year:	
Assigned Department:		End Year:	
Original Project Budget:	\$1,000,000	Total City Funding:	\$1,000,000
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Water Rights					1,000,000		1,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	-	-	-	-	1,000,000	-	1,000,000

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	Water Rights (471)					1,000,000		1,000,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
								-
								-
								-
								-
Total Project Revenues		-	-	-	-	1,000,000	-	1,000,000

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Milwaukee/Aerotec Watermain	Dept/Category:	
Public Impact:		Personnel Impact:	N/A
Regulation/Policy Change Needed?	N/A	Legal Constraints?	N/A
Viable Alternatives:	None		

Project Description: Carry forward from 2022 budget. Replace aging mains that are unrepairable should they break due to bury depth or under buildings.

Project Lead:	Mark Beaulieu	Start Year:	2022
Assigned Department:		End Year:	2023
Original Project Budget:	\$0	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
477-477-59434					500,000		500,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)					5,000		5,000
Total Project Expenditures	-	-	-	-	505,000	-	505,000

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Well 34 Pump House Project	Dept/Category:	
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description:

Design engineering to construct a new pump house for Well 34.

Project Lead:	Mark Beaulieu	Start Year:	2021
Assigned Department:		End Year:	2023
Original Project Budget:	\$0	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
477-477-59434					250,000		250,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)					2,500		2,500
Total Project Expenditures	-	-	-	-	252,500	-	252,500

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Water Comprehensive Plan Update	Dept/Category:	
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description:

Update water comprehensive plan to comply with DOH.

Project Lead:	Mark Beaulieu	Start Year:	2022
Assigned Department:		End Year:	2023
Original Project Budget:	\$0	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
477-477-59434					200,000		200,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	-	-	-	-	200,000	-	200,000

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Well 21,31 & 33 Pump Lowering	Dept/Category:	
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description:

Due to summer draw downs in these wells the pumps need to be lowered.

Project Lead:	Mark Beaulieu	Start Year:	2023
Assigned Department:		End Year:	2023
Original Project Budget:	\$0	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
477-477-59434					450,000		450,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)					4,500		4,500
Total Project Expenditures	-	-	-	-	454,500	-	454,500

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Reservoir 10 Construction	Dept/Category:	
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description: To meet the increased growth in Mae Valley, the addition of this reservoir would improve the reliability of the water system.

Project Lead:	Mark Beaulieu	Start Year:	2023
Assigned Department:		End Year:	2024
Original Project Budget:	\$0	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
477-477-59434					2,000,000	1,000,000	3,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)					20,000	10,000	30,000
Total Project Expenditures	-	-	-	-	2,020,000	1,010,000	3,030,000

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Meter Endpoint Replacement	Dept/Category:	
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description:
Six year program to replace the existing/ failing AMR Itron endpoints to new AMI Badger endpoint.

Project Lead:	Chad Strevy	Start Year:	2023
Assigned Department:		End Year:	2029
Original Project Budget:	\$0	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
410-411-59434-645					400,000	1,600,000	2,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	-	-	-	-	400,000	1,600,000	2,000,000

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Reservoir 6 Painting Project	Dept/Category:	
Public Impact:		Personnel Impact:	N/A
Regulation/Policy Change Needed?	N/A	Legal Constraints?	N/A
Viable Alternatives:	None		

Project Description:
Paint Reservoir 6 and install new city logo.

Project Lead:	Mark Beaulieu	Start Year:	2023
Assigned Department:		End Year:	2023
Original Project Budget:	\$0	Total City Funding:	\$350,000
Budget Amendment:	\$0	Other Funding:	N/A

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
477-477-59434					350,000		350,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)					3,500		3,500
Total Project Expenditures	-	-	-	-	353,500	-	353,500

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	709,023	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 25, 2022	Project Number:	
Project Name:	Bridge Crossing Condition Assessment	Dept/Category:	
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description:

Examine water mains attached to bridges to determine replacement schedule.(I-90, Alder, & Highway 17)

Project Lead:	Mark Beaulieu	Start Year:	2023
Assigned Department:		End Year:	2023
Original Project Budget:	\$0	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
477-477-59434					250,000		250,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	-	-	-	-	250,000	-	250,000

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 17, 2022	Project Number:	
Project Name:	Northshore Lift Station	Dept/Category:	Municipal Sevices / Wastewater
Public Impact:	N/A	Personnel Impact:	N/A
Regulation/Policy Change Needed?	N/A	Legal Constraints?	All Constraints have been addressed
Viable Alternatives:	None		

Project Description: The failure of the lake crossing syphone in 2019 caused the flows of the crossing to be bypassed to the lake crossing at Sagebay lift station. A temporary lift station was constructed with a single to handle the associated flows. A permanent lift station needs to be constructed. The project is currently out for bid.

Project Lead:	Mark Beaulieu	Start Year:	2022 / 2023
Assigned Department:	Wastewater	End Year:	2023
Original Project Budget:	\$2,000,000	Total City Funding:	\$2,000,000
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
	2,000,000			2,000,000	500,000		2,500,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	2,000,000	-	-	2,000,000	500,000	-	-

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____
Date



Capital Project Budget

Date:	August 17, 2022	Project Number:	
Project Name:	COF Raw Waste Upgrade	Dept/Category:	Municipal Services / Wastewater
Public Impact:	N/A	Personnel Impact:	N/A
Regulation/Policy Change Needed?	N/A	Legal Constraints?	N/A
Viable Alternatives:	NONE		

Project Description: Raw Waste system upgrade at COF. The COF serves as the lift station for the Dunes WWTF, handling 1.7 million gallons of daily flow. The pump system is outdated, parts are increasingly difficult to purchase. The project includes replacement pumps, check valves, and controls.

Project Lead:	Mark Beaulieu	Start Year:	2023
Assigned Department:	Wastewater	End Year:	2023
Original Project Budget:	\$500,000	Total City Funding:	\$500,000
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
	500,000				500,000		500,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	500,000	-	-	-	500,000	-	-

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____ Date _____



Capital Project Budget

Date:	August 17, 2022	Project Number:	
Project Name:	Westshore Bio-Filter	Dept/Category:	Municipal Services / Wastewater
Public Impact:	N/A	Personnel Impact:	N/A
Regulation/Policy Change Needed?	N/A	Legal Constraints?	N/A
Viable Alternatives:	On going chemical purchases		

Project Description: The two Forcemain outfalls from Moses Point and Sun Terrace lift stations merge at one manhole on Westshore Drive. There has been a long term odor issue at the location that has previously been treated by chemical means. The chemical is not effective and the public complaints continue. The Bio-Filter is suction driven and is designed for the removal of sewer gasses. The media replacement is every 7 years at a cost of \$300.

Project Lead:	Mark Beaulieu	Start Year:	2023
Assigned Department:	Wastewater	End Year:	2023
Original Project Budget:	\$200,000	Total City Funding:	\$200,000
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
	200,000				200,000		200,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	200,000	-	-	-	200,000	-	-

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____
Date



Capital Project Budget

Date:	November 2, 2022	Project Number:	
Project Name:	Improve the Civic Center Annex and xeriscape	Dept/Category:	
Public Impact:	There may be some rerouting of public for permits and bill paying.	Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:	None		

Project Description: We are looking at making some improvements in the Civic Center Annex to make the space more useable for the current staffing levels. In addition to this we are looking to xeriscape all around the Civic Center and the Civic Center Annex for water conservation.

Project Lead:	Facilities Manager	Start Year:	2023
Assigned Department:	Facilities	End Year:	2023
Original Project Budget:	\$500,000	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
	500,000				500,000		500,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	500,000	-	-	-	500,000	-	-

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:								-
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
								-
								-
								-
								-
Total Project Revenues		-	-	-	-	-	-	-

Approved by City Council: _____
Date



Capital Project Budget

Date:	August 31, 2022	Project Number:	
Project Name:	Civic Center Solar Array and Museum Lighting	Dept/Category:	
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?	No	Legal Constraints?	No
Viable Alternatives:	Diesel generator		

Project Description:	Install a solar array on the Civic Center for battery backup and update the lighting in the museum.
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Project Lead:	Facilities Manager	Start Year:	2023
Assigned Department:	Facilities	End Year:	2023
Original Project Budget:	\$750,000	Total City Funding:	
Budget Amendment:	\$0	Other Funding:	

Project Notes:	
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Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
	750,000				400,000	350,000	750,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)							-
Total Project Expenditures	750,000	-	-	-	400,000	350,000	-

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2022	2023	2024+	
Fund:							-
Fund:							-
Fund:							-
Fund:							-
Fund:							-
GRANTS:							-
							-
							-
							-
							-
							-
Total Project Revenues	-	-	-	-	-	-	-

Approved by City Council: _____
Date



Capital Project Budget

Date:	October 31, 2022	Project Number:	
Project Name:	Police Department new building	Dept/Category:	General Fund/LOCAL Borrowing
Public Impact:		Personnel Impact:	
Regulation/Policy Change Needed?		Legal Constraints?	
Viable Alternatives:			

Project Description:	New Police Station
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Project Lead:		Start Year:	
Assigned Department:		End Year:	
Original Project Budget:	\$15,000,000	Total City Funding:	\$15,000,000
Budget Amendment:	\$0	Other Funding:	

Project Notes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Building	15,000,000				15,000,000		15,000,000
							-
							-
							-
							-
							-
Art Fund (if project cost is \$75K+, add 1%)	150,000				150,000		150,000
Total Project Expenditures	15,150,000	-	-	-	15,150,000	-	15,150,000

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	General Fund/Police					150,000		150,000
Fund:								-
Fund:								-
Fund:								-
Fund:								-
GRANTS:								-
LOCAL Borrowing						15,000,000		15,000,000
								-
								-
								-
								-
Total Project Revenues		-	-	-	-	15,150,000	-	15,150,000

Approved by City Council: _____ Date _____

City of Moses Lake
2023 Budgeted Personnel Requests

GENERAL FUND 2023 PERSONNEL REQUESTS			
Dept.	Description	Fund	Amount
Finance	Financial Analyst	General Fund (001-003)	\$ 122,800
Comm. Dev.	Long Range Planner	General Fund (001-004)	\$ 136,200
Comm. Dev.	Admin. Asst./Permit Tech	General Fund (001-004)	\$ 105,200
Engineering	Municipal Services Accountant	General Fund (001-010)	\$ 114,150
Parks & Rec.	Recreation Assistant (PT)	General Fund (001-020)	\$ 28,100
Parks & Rec.	Recreation Assistant (PT)	General Fund (001-020)	\$ 28,100
Parks & Rec.	Recreation Assistant (PT)	General Fund (001-020)	\$ 28,100
Police	Criminal Analyst	General Fund (001-030)	\$ 102,250
Fire	Fire Inspector	General Fund (001-040)	\$ 140,248
Total budget impact - General Fund Personnel requests			\$ 805,148
OTHER OPERATING/ENTERPRISE FUND 2023 PERSONNEL REQUESTS			
Dept.	Description	Fund	Amount
Streets	Floating Public Works Employee (25% split)	Streets - 116	\$ 24,800
Streets	Floating Public Works Employee (25% split)	Streets - 116	\$ 24,800
Water	Floating Public Works Employee (25% split)	Water/WW - 410-411	\$ 24,800
Water	Floating Public Works Employee (25% split)	Water/WW - 410-411	\$ 24,800
Wastewater	Floating Public Works Employee (25% split)	Water/WW - 410-412	\$ 24,800
Wastewater	Floating Public Works Employee (25% split)	Water/WW - 410-412	\$ 24,800
Stormwater	Floating Public Works Employee (25% split)	Storm Water - 493	\$ 24,800
Stormwater	Floating Public Works Employee (25% split)	Storm Water - 493	\$ 24,800
Cent. Svc UB	Utility Billing Technician	Central Svcs - 517-514	\$ 92,350
Cent. Svc. IT	Technology Director	Central Svcs - 517-517	\$ 179,300
Bldg. Maint.	Custodian	Building Maint. - 528-528	\$ 65,873
Total budget impact - Other Operating/Enterprise Fund Personnel requests			\$ 535,923
TOTAL 2023 PERSONNEL REQUESTS			\$ 1,341,071



City Council (Legislative) - 001

The City of Moses Lake operates under the council-manager form of government. The seven Council Members are elected by the voters and represent the entire community. They serve staggered four-year terms. The Council Members, in turn, select a Mayor and Deputy Mayor from among their membership to lead the Council's business meetings and represent the City at official functions. The Mayor and Deputy Mayor serve for two years.

The City Council hires and evaluates the City Manager, and approves all ordinances, resolutions, and interlocal agreements of the City, as well as all contracts that exceed the authorized spending authority of the City Manager, outlined in Resolution 3668. With the guidance of the appointed City Manager, the Council analyzes proposals to meet community needs, initiates action for new programs and determines the ability of the City to provide financing for City operations. The Council reviews, modifies and adopts the balanced annual municipal budget presented by the City Manager.

Work by the Council involves considerable interaction with citizens, commissions, other governmental agencies, and staff. Regular meetings of the Council are held every second and fourth Tuesday evening starting at 6:30 p.m. Work sessions are held prior to the regular meeting, if necessary, to devote extra study to an issue.

Mission

Provide a service-oriented government that works with all interests in the community to implement our vision.

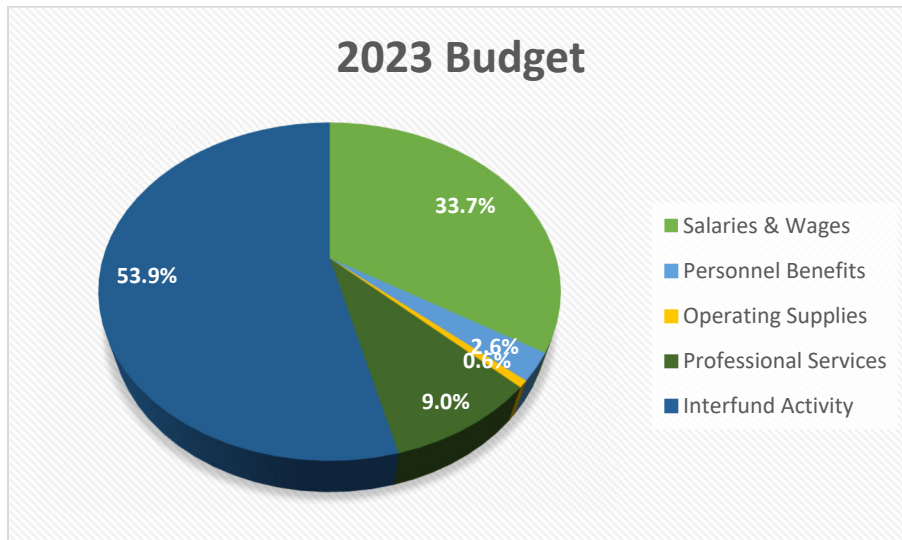
Key Goals

- Manage and Encourage City Growth
- Crime Reduction
- Collaboration/Customer Service
- Lake Health
- City Sustainability

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	%
100 Salaries & Wages	50,806	50,115	48,134	52,350	52,350	-	0.0%
200 Personnel Benefits	4,028	3,131	3,732	4,115	4,104	(11)	-0.3%
300 Operating Supplies	870	617	3,845	4,000	1,000	(3,000)	75.0%
400 Professional Services	11,886	9,575	8,786	21,100	14,000	(7,100)	33.6%
400 Interfund Activity	289,900	201,500	78,200	78,200	83,670	5,470	7.0%
Total Expenses	357,490	264,937	142,697	159,765	155,124	(4,641)	-2.9%



City Council (Legislative) - 001



Expenditure Summary

This budget decreased by \$4.6k (-2.9%) from the 2022 Adopted Budget due to decreases in professional service costs for 2023 offset by increases in interfund allocations for increased liability insurance costs.



City Administration (Executive) - 002

The City of Moses Lake operates under the Council-Manager form of government. The City Manager is responsible for general administrative oversight of the city government consistent with City Council policy and directives. The City Manager oversees the budget adopted by the City Council and all personnel matters, has authority for all day-to-day operations and works closely with the Mayor and City Council to establish the vision and work plan for the City departments. The City Manager appoints and provides direction for the City's Department Directors.

Mission

Provide a service-oriented government that works with all interests in the community to implement our vision.

2022 Key Accomplishments/Highlights

- Vision and Mission are updated
- Management / leadership training is underway
- Four Director positions have been hired and the organization is stabilizing
- Worked through Eastern Washington Growth Management Hearings Board case
- ARPA funded projects are underway
- Facilities! Larson Recreation Center completion and Police Building decision
- Celebrate 40 Year relationship with Yonezawa, Japan

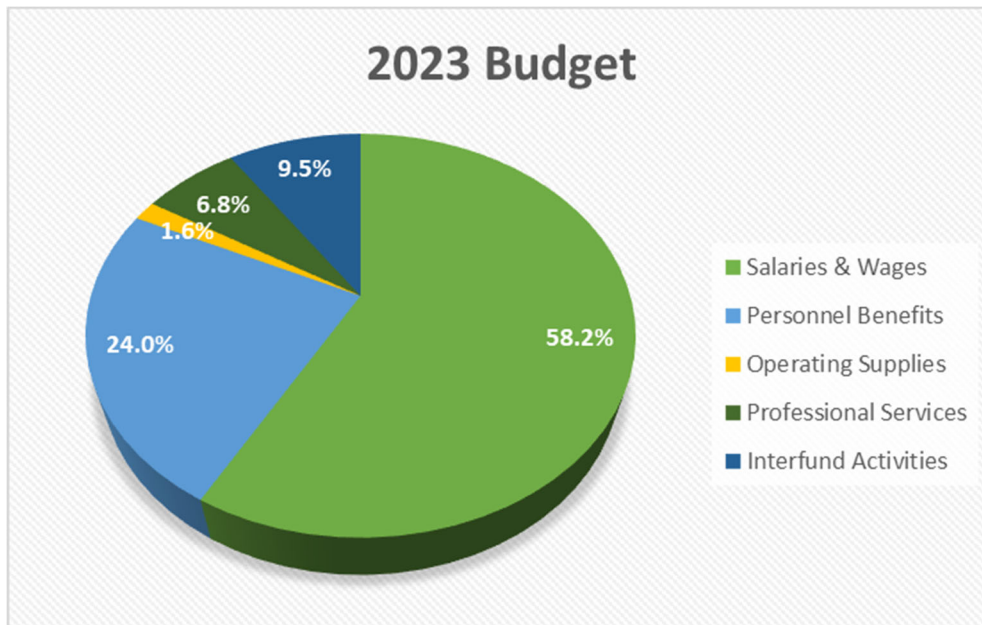
2023 Key Goals

- Create and communicate a coordinated effort to address the aquifer issue
- Initiate coordinated long term financial planning process
- Carry out the Urban Service Analysis upon completion of water/sewer/transportation plans to identify feasibility of city expansion, and associated key infrastructure projects/financing plans
- With the addition of an Assistant City Manager develop a comprehensive communications program, initiate two tax increment financing districts and initiate process for the rails to trails program
- Develop community resiliency initiative to bring together police, code enforcement and solid waste to address crime reduction through property clean-up
- Establish Technology Services Department and hire Director
- Continue with facility improvements and carry out city facilities needs study
- Carry out property analysis between public agencies



City Administration (Executive) - 002

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	327,956	320,480	347,338	317,800	484,773	166,973	52.5%
200 Personnel Benefits	135,890	119,683	131,901	125,780	199,759	73,979	58.8%
300 Operating Supplies	7,479	12,704	8,660	8,000	8,000	-	0.0%
400 Professional Services	39,880	16,822	26,758	26,500	61,846	35,346	133.4%
400 Interfund Activities	354,400	146,500	71,200	71,200	78,950	7,750	10.9%
Total Expenses	865,604	616,188	585,858	549,280	833,328	284,048	51.7%



Expenditure Summary

The Executive budget reflects an increase of \$284k (51.7%) from the 2022 Adopted Budget due to increases in salaries and benefits for the addition of an Assistant City Manager, additional professional services costs associated with railroad appraisal and other project planning services, and increased liability insurance costs.



Human Resources - 002

Mission

To support the recruitment, development, and retention of a workforce that grows professionally and works among diverse and dedicated staff with a goal to provide a service-orientated government that works with all interests in the community to implement the city's mission.

2022 Key Accomplishments/Highlights

- Leadership training series provided to all leaders of the city.
- Labor negotiations completed for three union contracts: Police, Fire and AFSCME.
- HR/Payroll duties analysis completed with alignment of responsibilities defined.
- Recruitment software implemented – easier application, selection and onboarding.
- HR department relocation – easier and open access for staff

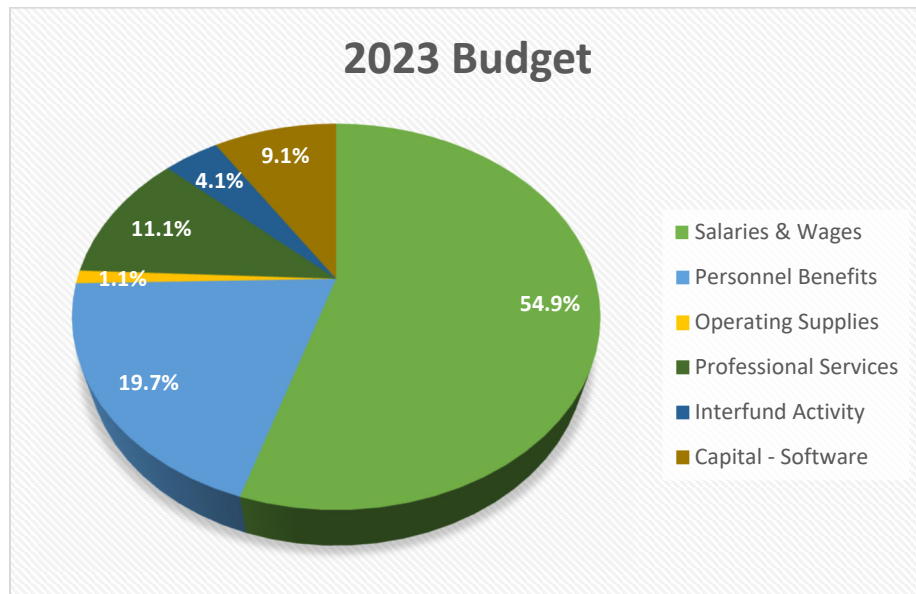
2023 Key Goals

- Foster a robust city-wide safety committee and safety program.
- Implement a city-wide annual training curriculum for staff and leaders.
- Implement a comprehensive employee onboarding program.
- Review and update record retention policy utilizing opportunity for scan and toss policy.
- Scan paper employee files into an organized electronic repository.
- Ensure that Human Resources attend trainings to keep abreast of current HR practices.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	%
100 Salaries & Wages	131,774	180,974	284,931	265,045	300,620	35,575	13.4%
200 Personnel Benefits	52,720	61,745	103,290	120,026	108,194	(11,832)	-9.9%
300 Operating Supplies	1,410	10,532	7,616	4,000	6,000	2,000	50.0%
400 Professional Services	6,822	67,835	139,494	60,853	60,673	(180)	-0.3%
400 Interfund Activity	-	-	-	-	22,350	22,350	0.0%
600 Capital - Software	-	-	-	-	50,000	50,000	0.0%
Total Expenses	192,726	321,086	535,332	449,924	547,837	97,913	21.8%



Human Resources - 002



Expenditure Summary

The Human Resources budget increased by \$97.9k (21.8%) over the 2022 Adopted Budget. The increase is attributed to projected capital outlay costs of \$50k for HR's portion of a new ERP system. Additional increases are due to salary increases (\$36k) for step increases and projected cost-of-living adjustments (COLA), offset by decreases (-\$12k) in benefits due to changes in plan selections by employees. Operating supplies increased by \$2k and we are adding in the HR portion of allocations for building maintenance expense that was previously included in the Executive budget.

2023 Proposed Requests

HR and Finance are proposing to move forward with the selection of a new ERP system to replace the existing Financial, Human Resources and Utility Billing software systems that have failed to meet the needs of the City. The estimated cost of the software in 2023 is \$200k, split between Finance (50%), HR (25%) and Utility Billing (25%). The budget impact to HR of this purchase is \$50k in 2023 and is included in the budget presented.

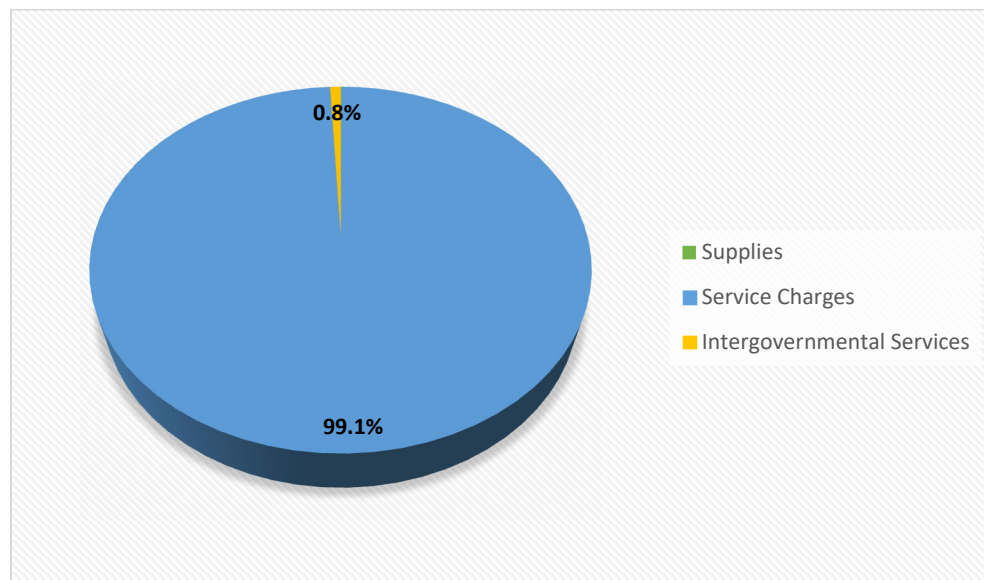


Legal/Judicial - 005

Mission

The City Attorney serves as the legal advisor to the Mayor, City Council, and all other City officials, as well as all City boards and commissions. The City Attorney is appointed by the City Manager and confirmed by the City Council. The City Attorney represents the City in civil litigation and advises City officials as they develop program, projects, policies, ordinances, torts (claims, governmental affairs, land use, environmental protection, labor and employment and contracts/utilities. The City contracts with the law firm of Kenison Franz for ongoing legal services.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Supplies	-	-	179	100	100	-	0.0%
Service Charges	195,692	184,936	186,640	271,200	276,330	5,130	1.9%
Intergovernmental Services	15,500	10,300	3,250	3,250	2,300	(950)	-29.2%
Total Expenses	211,192	195,236	190,069	274,550	278,730	4,180	1.5%



Expenditure Summary

The Legal and Judicial budget reflects an increase of \$4.1k (1.5%) from the 2022 Adopted Budget due to an increase in professional services.



Central Services (IT) – 517

Mission

The Central Services (Information Technology – IT) division provides support for computers and other forms of communication throughout the city. The overarching goal of IT is to ensure the operability and security of the City's underlying data, which is primarily developed and stored in computers but is moving to a hybrid server and cloud storage. This operation is accounted for in an internal service fund, which then allocates its total expenses to the operating funds using its services.

2022 Key Accomplishments/Highlights

- Implementation of multi-factor authentication to all city employee sign-ins
- Creation of a computer lab training space
- Plan and deploy technology for new Larson Recreation Center
- Laserfiche Forms library has expanded throughout the city and a SharePoint Employee intranet site has been created to allow all employees access to the forms
- Improvement and expansion of capabilities for Civic Center AV systems

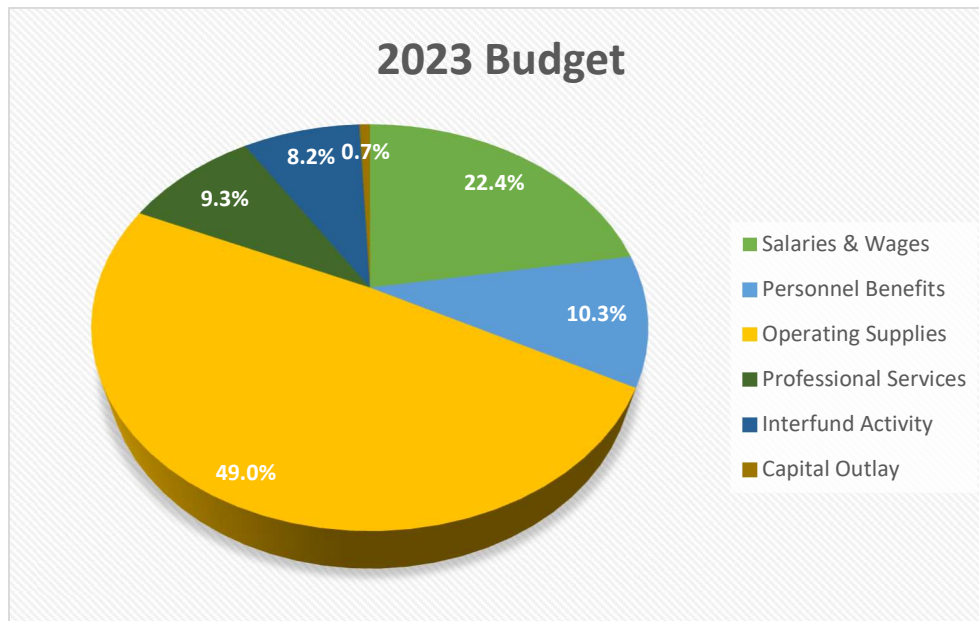
2023 Key Goals

- Create Technology Services Department and director position
- Continuing security efforts, including Sophos managed detection and response, upgraded firewall, and network segmentation
- Set up PrinterLogic managed printer systems, allowing employees to manage their own printer usage more completely
- Cloud migration of Centricity, GIS, and Laserfiche
- Emergency Management: upgrading/installing server and computer power to better handle power outages, and assessing other vulnerabilities in our infrastructure

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	195,015	222,940	218,321	215,294	361,863	146,569	68.1%
200 Personnel Benefits	83,907	92,387	103,136	115,453	167,094	51,641	44.7%
300 Operating Supplies	467,983	250,649	449,235	520,000	792,542	272,542	52.4%
400 Professional Services	346,094	522,955	131,799	123,000	150,350	27,350	22.2%
400 Interfund Activity	53,186	59,409	120,180	120,180	132,900	12,720	10.6%
600 Capital Outlay	(46,403)	51,713	13,649	52,000	12,000	(40,000)	-76.9%
Total Expenses	1,099,782	1,200,053	1,036,319	1,145,927	1,616,749	470,822	41.1%



Central Services (IT) – 517



Expenditure Summary

The 2023 Information Technology budget reflects an increase of \$470.8k (41.1%). The largest increase is in salaries (\$146.6k, 68.1%) and benefits (\$51.6k, 44.7%) due to the proposed addition of an Information Technology Director position to build out the Information Technology Department. This position increases the budget by \$179k in additional salary and benefit costs. Supplies increased by \$272.5k or 52.4% due to increased annual maintenance contracts for software across the city and replacement equipment for moving services to the cloud.

Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Federal Grants	78,233	-	0	-	-	-	0.0%
IT Charges for Goods/Services	1,244,607	986,400	1,146,010	1,146,010	1,616,360	470,350	41.0%
Miscellaneous Revenue	2,093	2,949	38	-	-	-	0.0%
Transfer In	35,850	-	-	-	-	-	0.0%
Total Revenue	1,360,783	989,349	1,146,048	1,146,010	1,616,360	470,350	41.0%



Self Insurance/Risk Management - 503

Mission

The Self-Insurance Fund is maintained to separately account for various risk management costs. The City is a member of the Washington Cities Insurance Authority (WCIA) risk pool. This budget provides for:

- Administration of the program
- Legal expense and claims adjustment
- The purchase of liability, property, and other miscellaneous insurance coverages
- Dependable Financial Stability
- Underwriting Services
- Broad Deductible Selections
- Comprehensive Claims Administration
- Risk Management Services
- Exclusive Training and Education

As an internal service fund, all operating divisions pay a “premium” to cover the total program. The allocation is based on intrinsic risk (i.e. number of employees, value of capital assets, etc.), and a factor for historical claim payments.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Service Charges	-	-	106,211	-	-	-	0.0%
Risk Transfer Payments	880,560	821,075	939,520	1,064,370	1,454,639	390,269	36.7%
Total Expenses	880,560	821,075	1,045,731	1,064,370	1,454,639	390,269	36.7%

Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Charges for Services	802,000	873,800	1,012,000	1,012,000	1,454,250	442,250	43.7%
Miscellaneous							-
Revenues	523	0	0	295,000	0	(295,000)	100.0%
Total Revenue	802,523	873,800	1,012,000	1,307,000	1,454,250	147,250	11.3%

Expenditure Summary

The Self-Insurance budget reflects an increase of \$390.2k (36.7%) from the 2022 Adopted Budget due to an increase in liability insurance costs and estimated legal fees for the Wellfield Superfund Site.



Local Fiscal Recovery (ARPA) - 105

ARPA (American Rescue Plan Act) funding is support provided to eligible state, local, territorial, and tribal governments to help these entities respond to and recover from the COVID-19 emergency. Specifically, the funds are intended to provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery process.

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) provide substantial flexibility for each government to meet local needs – including support for households, small businesses, impacted industries, essential workers, and the communities hardest hit by the crisis. These funds can also be used to make necessary investments in water, sewer, and broadband infrastructure. There is specific guidance for the use of the funds in the Interim Final Rule published by the Department of Treasury.

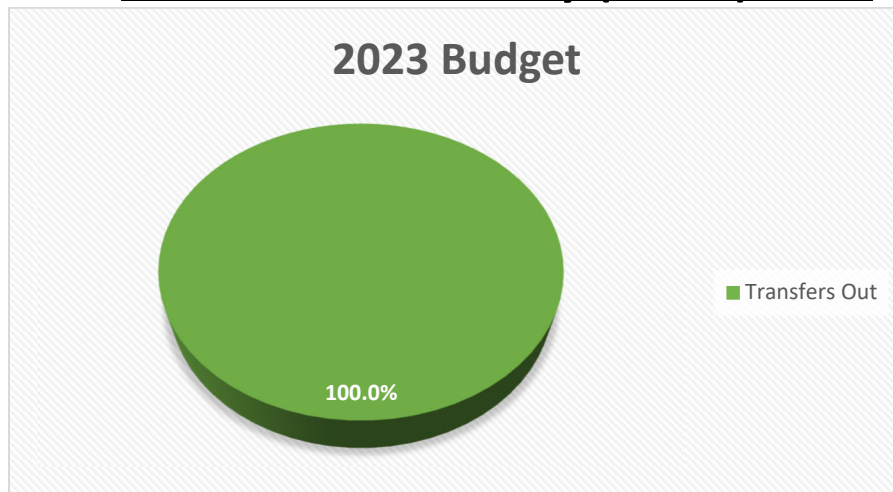
In the City's 2022 budget process, staff recommended several eligible uses of the funds. In early 2022, staff carried out a survey to determine if the spending priorities were consistent with citizen's input. The result was an updated budget based on input received from the survey and carrying over the unspent ARPA funds for utilization in 2022. Council approved the updated spending plan for 2022 in February 2022.

We have evaluated the anticipated spending of ARPA funds through the end of 2022 and have updated the spending plan for the 2023 budget for Council's consideration.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Approved Budget	2023 Budget	2023 - 2022 Amount	% Change
Transfers Out	-	-	432,558	290,558	6,291,000	6,000,442	2065.1%
Total Expenses	-	-	432,558	290,558	6,291,000	6,000,442	2065.1%
Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022 Amount	% Change
Federal grants	0	3,365,063	3,361,779	3,361,779	0	-3,361,779	100.0%
Total Revenue	-	3,365,063	3,361,779	3,361,779	-	(3,361,779)	100.0%



Local Fiscal Recovery (ARPA) - 105



Proposed ARPA funding - Update for 2023 budget	2022	2023
Admin (contract employee to support)	0	0
Reimburse losses - 2020 LTAC*	190,000	
Convert Larson Playfields to Lake Water		
COVID response		
Ambulance replacement	0	280000
Four firefighter/EMT/Paramedic	75,000	725,000
Police MHP - outreach		102,000
Capital Projects related to health		
Water extension to Cascade Valley	0	1,000,000
Sewer extension to Cascade Valley	0	1,000,000
Downtown Stormwater		500,000
Gravel Streets		500,000
Larson Playfields on Lake Water		200,000
Resident Support	51,558	
Business Support		
Food Truck Plaza	66,000	434,000
Business/Arts Support		100,000
Chronic Homeless Support		
Sleep Center relocation - homeless services identified needs	50,000	1,450,000
Subtotals	432,558	6,291,000
TOTAL		6,723,558



Community Development – 004

Mission

The Community Development Department is here to serve the community by proactively planning for future growth of the city in a safe and responsible manner that honors the past while building on the values of the community members who live, work and recreate in the City. The department is comprised of the following four divisions:

- **Building**
This division regulates all aspects of residential, multi-family, commercial, industrial, and public buildings activity including new and remodeled construction.
- **Planning**
This division works with the community to establish long range planning goals and objectives, and also processes land use actions such as subdivisions, annexations, conditional use permits and shoreline permits.
- **Code Enforcement**
This division ensures that nuisances such as weeds, abandoned vehicles and graffiti are cleaned up in an effort to maintain a safe, healthy environment for our community members. This division also provides education regarding best practices in appropriate use of water in our arid region.
- **Housing & Homelessness**
This division operates the Sleep Center and coordinates with other non-profit providers in the community to provide for services for those in homeless situations, or who are at-risk of homelessness. This division also coordinates with the planning division in implementing strategies to provide safe, decent housing for all.

2022 Accomplishments/Highlight

- New staff members have joined the department including a new Community Development Director, Deputy Building Official/Plans Examiner, Senior Planner, and a new Code Enforcement Officer.
- Review times for development projects have been reduced with the addition of new staffing and new technological resources such as Blue Beam software.
- Development of a new land development code has been underway through the cooperative efforts of a consulting team, staff, the Planning Commission, and community member participation in the Advisory Council on Housing
- An updated Shoreline Master Program (SMP) has been underway throughout 2022 with adoption anticipated in 2023.
- Several large development projects have been through the approval and permitting process, including the new Vanguard Academy high school, a new hospital, an apple processing plant, a new indoor gym, a religious temple and new church, along with approval of several hundred residential lots and multifamily units intended to provide for new housing.



Community Development – 004

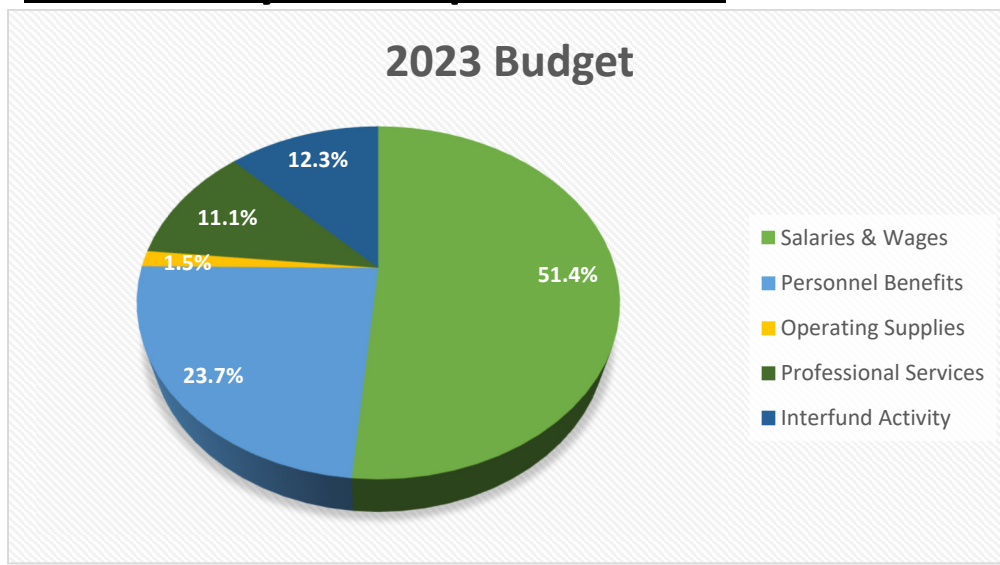
2023 Key Goals

- Establishment of a Permit Center for the purpose of streamlining development review, and providing timely, accurate, consistent and impartial review of all land development permits and building permits.
- Achieve full staffing of the department in order to provide timely and consistent customer service to our community members.
- Implementation of robust permit software that will allow for online application submittals, and which will aid in streamlining the permit review process.
- Ensure that all new or existing structures are constructed and remodeled in accordance with current Building and Fire codes.
- Implement and further the community's vision for future growth as outlined in the Comprehensive Plan through adoption of a new land development code.
- Implementation of long-range planning documents including re-analysis of the Comprehensive Plan, an updated Shoreline Master Program, and implementation of strategies within the adopted Housing Action Plan
- Updated communication, outreach, and education strategies, including an updated department webpage, as well regularly scheduled in-person events intended to keep the community abreast of department objectives regarding building code requirements, housing initiatives, and community resiliency initiatives.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	796,427	830,087	936,656	990,335	1,341,717	351,382	35.5%
200 Personnel Benefits	366,149	332,836	418,919	499,698	618,914	119,216	23.9%
300 Operating Supplies	19,066	22,432	30,918	53,000	37,900	(15,100)	-28.5%
400 Professional Services	161,092	312,177	245,804	168,600	289,850	121,250	71.9%
400 Interfund Activity	298,200	203,400	299,970	299,970	320,090	20,120	6.7%
Total Expenses	1,640,934	1,700,932	1,932,267	2,011,603	2,608,471	596,868	29.7%



Community Development – 004



Expenditure Summary

The Community Development budget reflects an increase of \$596.9k (29.7%). The largest increase is in salaries (\$351k, 35.5%) and benefits (\$119k, 23.9%) due to the proposed addition of two staff in 2023, a long range planner and an administrative assistant/permit tech. Professional services increased \$121k or 71.9% due to professional services for new software, development code, SMP and comprehensive plan re-analysis.

2023 Requests

Community Development is requesting the addition of two staff in 2023: a long range planner and an administrative assistant/permit tech. This request adds \$241k to the budget in additional salary and benefit costs and is included in the budget presented.

Additional professional service costs being requested are approval to engage a consultant to perform an evaluation of the current permitting software and potential preparation of an RFP for new permitting software depending on the outcome of the evaluation. The budget impact of this service is \$89k and is reflected in the professional services line presented.



Homeless Services - 110

Mission

Homeless Services provides the operations for the City's Homeless programs, which include the operations of the Open Doors Sleep Center and Enhanced Shelter.

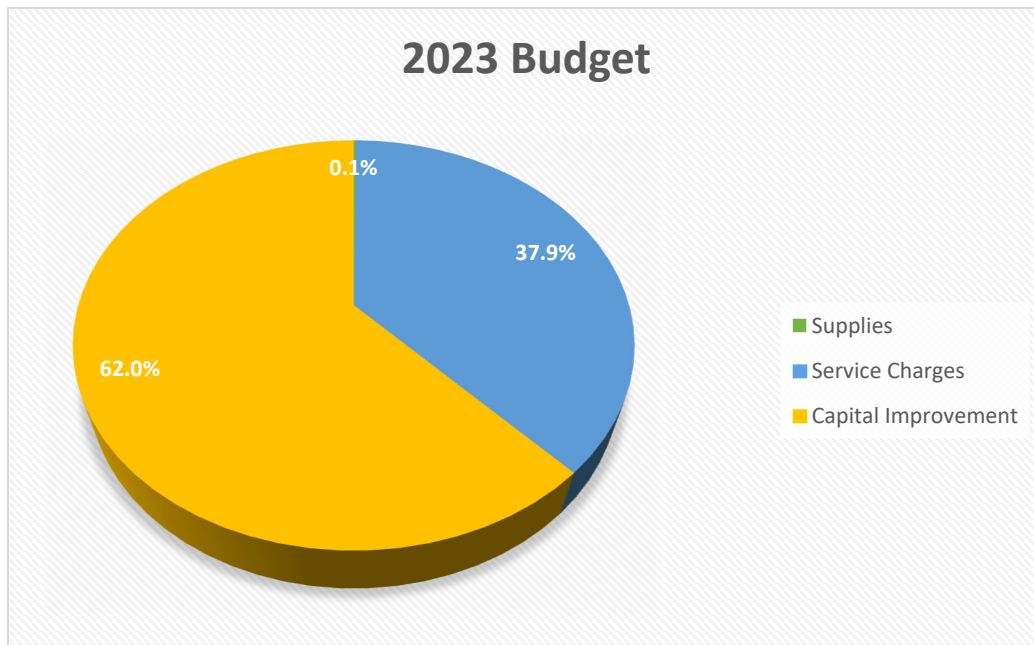
2022 Key Accomplishments/Highlights

- Feasibility study to establish a permanent location for providing services to individuals experiencing homelessness is underway.

2023 Key Goals

- Select and transition the Transformational Center to a new permanent location.
- Provide expanded services to individuals experiencing homelessness.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
300 Operating Supplies	106,103	5,049	2,914	-	3,400	3,400	0.0%
400 Professional Services	164,881	1,133,322	653,052	285,766	885,263	599,497	209.8%
600 Capital Improvement	-	-	-	-	1,450,000	1,450,000	0.0%
Total Expenses	270,985	1,138,372	655,966	285,766	2,338,663	2,052,897	718.4%





Homeless Services - 110

Expenditure Summary

The Homeless Services budget reflects an increase of \$2.05M. The largest increase (\$1.45M) is due to the relocation of the Sleep Center from its current location by September 2023. Funding for the relocation was approved by Council from ARPA funds that were received by the City in 2021 and 2022. The other increase is in Professional Services as a result of increased security costs for the sleep center.



Financial Services - 003

Mission

The Financial Services Division supports all City departments with an overarching goal to maintain compliance with the many critical fiscal and fiduciary responsibilities held relative to our regulatory and funding agencies, employees, and the citizens we serve.

2022 Key Accomplishments/Highlights

- Hired Finance Director and Payroll Administrator to replace retired employees.
- Updated purchasing policies for the City, including sections for credit card usage and implemented a City-wide travel policy utilizing per diems for meals.
- Key requirements and the draft RFP for a new ERP-FMS (Enterprise Resource Planning-Financial Management System) have been prepared. RFP will be published by the end of November.

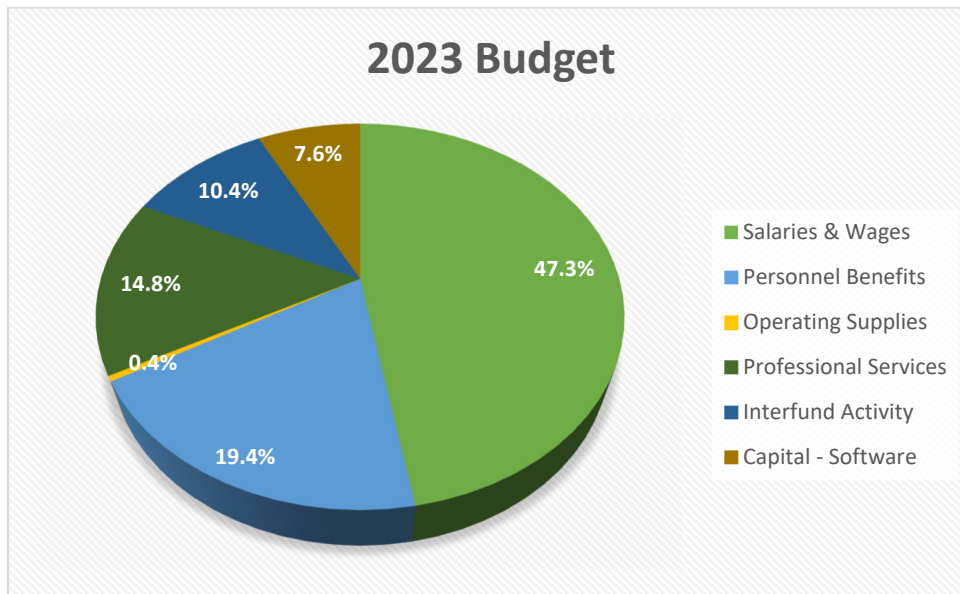
Key Goals

- Complete 2021 and 2022 Financial Statements and Audits.
- Select and begin implementation of a new ERP-FMS by mid-year upon Council's approval of the project.
- Review, update and strengthen all Finance-related policies and procedures.
- Complete financing for Police Department building.
- Implement monthly financial reviews with departments to ensure budget compliance.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	523,023	527,090	517,974	538,633	619,817	81,184	15.1%
200 Personnel Benefits	220,499	177,704	182,812	234,542	254,963	20,421	8.7%
300 Operating Supplies	9,339	6,962	4,525	8,500	5,750	(2,750)	-32.4%
400 Professional Services	70,106	259,702	284,418	195,900	194,230	(1,670)	-0.9%
400 Interfund Activity	381,000	178,300	116,390	116,390	136,950	20,560	17.7%
600 Capital - Software					100,000	100,000	0.0%
Total Expenses	1,203,967	1,149,758	1,106,119	1,093,965	1,311,710	217,745	19.9%



Financial Services - 003



Expenditure Summary

The Finance budget reflects an increase of \$217.7k (19.9%) from the 2022 Adopted Budget. The increase is largely due to projected capital outlay costs of \$100k for Finance's portion of the cost of a new ERP system. Increases in salary (\$81k, 15.1%) and benefits (\$20k, 8.7%) are due to the proposed addition of a financial analyst. Intergovernmental allocations increased by \$20.5k (17.7k%) due to rising liability insurance and IT costs offset by a reduction in building maintenance costs due to a change in allocation methods.

2023 Proposed Requests

We are requesting the addition of a Financial Analyst position for 2023. A financial analyst would provide technical guidance to various City departments and employees and research and analyze complex issues and trends, develop/create analytical models, reports and policy recommendations related to City financial matters. The addition of a Financial Analyst would add approximately \$123k in additional salary and benefits to the Finance budget for 2023 and is included in the budget presented.

In 2022, Council authorized Finance to hire a consulting firm to assist in preparing an RFP for a new ERP-FMS system. We anticipate publishing the RFP in late November and will close the RFP by early January. The estimated cost of a new system is projected to be between \$400k - \$500k, but we are projecting the first-year cost to be \$200k which will be split between Finance (50%), HR (25%) and Utility Billing (25%). We are requesting a budget of \$200k in 2023 for the system and start the implementation. The 2023 budget impact to Finance is \$100k and is included in the presented budget.



Central Services – Utility Services – 517-514

Mission

The Utility Service Division provides business services to utility customers and the utility operating divisions with an overarching goal to accurately bill customers for their utility usage, collect what is owed from those billings, and record all revenue coming into the City.

2022 Key Accomplishments/Highlights

- Implemented a new leak forgiveness policy that had not been considered for customers previously.
- Updated business license codes for changes to temporary business and mobile food truck vendors.

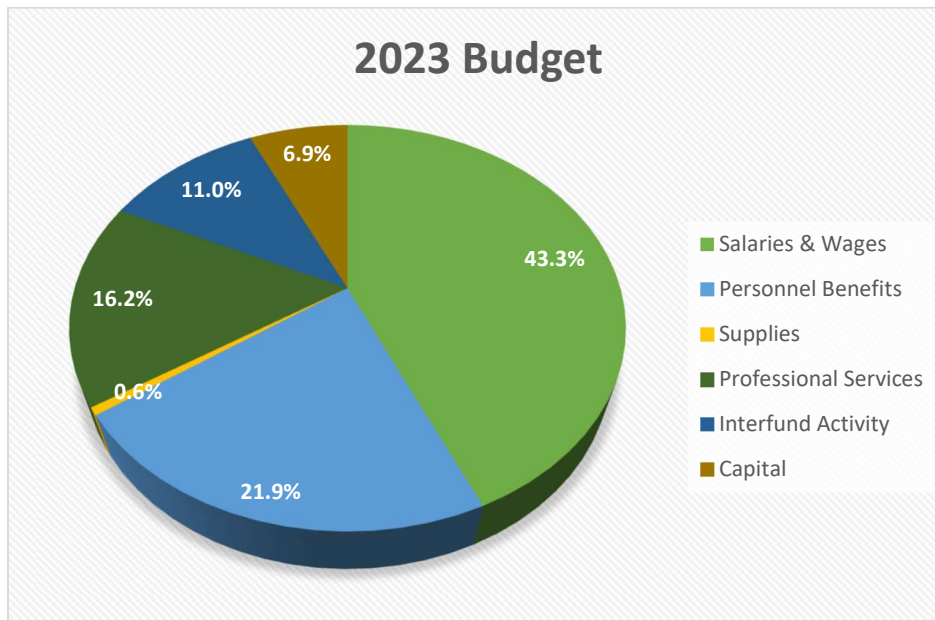
Key Goals

- Continue optimization of the existing utility billing software to reduce chances for errors and ease of transition to a new system.
- The current billing software does not meet the needs of the City. Assess and evaluate replacement of the current system with a system that will meet the current and future needs of the City.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	330,431	375,342	379,681	422,955	536,180	113,225	26.8%
200 Personnel Benefits	154,754	165,224	182,940	229,239	270,817	41,578	18.1%
300 Supplies	10	4,862	1,025	4,100	7,500	3,400	82.9%
400 Professional Services	184,441	197,809	235,972	206,000	201,000	(5,000)	-2.4%
400 Interfund Activity	206,914	134,791	88,570	88,570	136,240	47,670	53.8%
600 Capital	-	-	0	-	85,600	85,600	0.0%
Total Expenses	876,549	878,028	888,188	950,864	1,237,337	286,473	30.1%



Central Services – Utility Services – 517-514



Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022 Amount	% Change
Interfund Allocations	924,169	837,400	951,400	951,400	1,055,300	103,900	10.9%
Total Revenue	924,169	837,400	951,400	951,400	1,055,300	103,900	10.9%

Expenditure Summary

The Utility Services budget reflects an increase of \$286.5k (30.1%) from the 2022 Adopted Budget. The increase is due to salary (\$113k, 26.85%) and benefit (\$41.6k, 18.1%) due to the proposed addition of a Utility Billing Technician and step and COLA increases. This is followed by an increase in Capital due to the proposed purchase of new meter reading equipment (\$35.6k) required to replace outdated equipment that is no longer being serviced and Utility Billing's portion of the cost for a new ERP system. Interfund activity increased \$47.7k, 53.8% due to increased IT costs and the allocation of liability insurance that had not been allocated in previous years.

2023 Proposed Requests

We are proposing the addition of a second Utility Billing (UB) Technician position in 2023. The current Utility Billing system requires significant workarounds to provide accurate billings and readings to customers. A second UB Technician would distribute the workload and afford current staff time to research, evaluate, and implement system solutions until a new ERP system can be implemented. The addition of a UB Technician adds approximately \$92.3k in additional salary and benefits and \$5k in equipment costs to the Utility Services budget for 2023 and is reflected in the budget presented.



Central Services – Utility Services – 517-514

The existing Itron meter reading equipment is being phased out and parts are getting difficult to locate. New equipment would be supported for several years and would provide the ability to read meters using updated technology (RFID?). The cost for two would increase the budget by an additional \$36k for the equipment and \$3k for software and installation.

In 2022, Council authorized Finance to hire a consulting firm to assist in preparing an RFP for a new ERP-FMS system. We anticipate publishing the RFP in late November and will close the RFP by early January. The estimated cost of a new system is projected to be between \$400k - \$500k, but we are projecting the first-year cost to be \$200k which will be split between Finance (50%), HR (25%) and Utility Billing (25%). We are requesting a budget of \$200k in 2023 for the system and start the implementation. The 2023 budget impact to Utility Billing is \$50k and is included in the presented budget.



Firemen's Pension - 611

Mission

This fund provides for a single-employer, defined benefit pension plan to retired firefighters employed prior to 3/1/1970 as governed by Washington State Law RCW 41.16 and 41.18. Pension benefits for firefighters that were hired after March 1, 1970 are covered by the Washington Law Enforcement Officers and Firefighters' Retirement System (LEOFF). If firefighters were active in the period from 3/1/1970 to 9/30/1977, they are considered members of the LEOFF 1 retirement plan. Under governing law, the City pension member is entitled to payment from the City's pension plan for those benefits in excess of those calculated under the LEOFF plan.

LEOFF 1 members are also eligible for 100% reimbursement of necessary medical expenses. These benefits are being paid out of the Fire budget in General Fund, and there have been no transfers into the fund to date. The current Fire Insurance Premium Tax distribution has not exceeded the annual pension payments thus far.

There are 4 retirees and/or dependents (out of 5 eligible) who are currently receiving this pension benefit.

The revenue source for this fund is a state-shared revenue distribution of Fire Insurance Premium Tax calculated based on the ratio of paid firefighters in the state. Currently this annual distribution is exceeding the pension payments. However, recent discussion at the state legislature included discontinuing this distribution to cities. The fund will support pension benefits and LEOFF 1 medical benefits up to the current revenue. Any excess in the fund after all future benefits have been paid can be transferred to General Fund.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Personnel Benefits	34,905	32,086	34,999	55,000	55,000	-	0.0%
Total Expenses	34,905	32,086	34,999	55,000	55,000	-	0.0%

Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Intergovernmental Revenue	43,482	45,037	47,917	44,000	55,000	11,000	25.0%
Miscellaneous Revenue	2,170	1,536	-	500	500	-	0.0%
Total Revenue	45,652	46,573	47,917	44,500	55,500	11,000	24.7%



Tourism Activities/Lodging Taxes - 102

In accordance with RCW 67.28.180, the City imposes a 2% tax on all charges for furnishing lodging at hotels, motels, and similar establishments. This tax is taken as a credit against the 6.5% state sales tax—in other words it does not add to the sales tax charged for lodging. The City has called this the “first” 2%” lodging tax. We also levy a local option 2% tax in accordance with RCW 67.28.181, the “second 2%” which brings the total received by the City to 4% of the lodging charges.

The guiding principle for the use of lodging taxes is that they must be used for activities, operations and expenditures designed to increase tourism. State law requires that all requests to use hotel/motel tax be vetted by a Lodging Tax Advisory Committee (LTAC), that is made up of generators (i.e. hoteliers), and users of the tax in the same ratio.

Historically, the City, through the Parks Department, has committed the first 2% of the tax to debt; most recently the cumulative balance that has been built up in the “first 2%” has been allocated to the planning and design of the Larson Recreation Center, which broke ground in 2021, and debt was issued through the State’s LOCAL program. In 2022, \$319,200 of the estimated tax collection is also going for debt service for this project, since the ongoing tax stream has been pledged for debt service on this new facility.

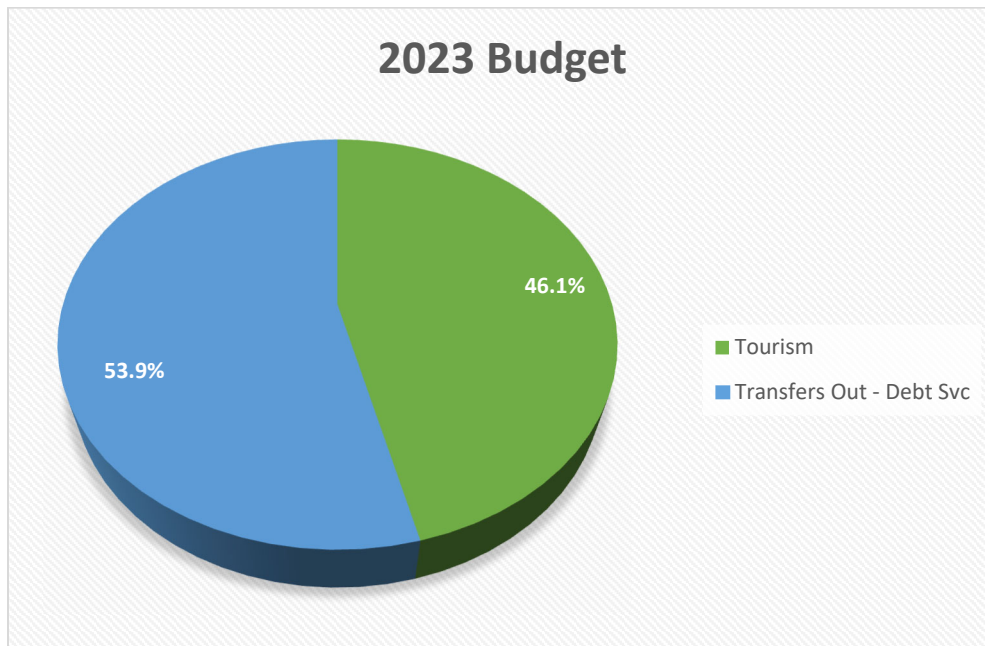
Each year, the City’s LTAC convenes to evaluate use of the “second 2%”, and the LTAC has reviewed the proposals. The budget includes the available amount of \$324,800. LTAC makes its recommendation to City Council, who will review and approve a final allocation among the applicants.

The Hotel/Motel tax is seeing a rebound since the COVID 19 pandemic. The total tax collected was \$578,429 in 2020 growing to \$7778,827 in 2021 and projected to be over \$800,000 in 2022. Because of the ongoing uncertainty about the economy due to high inflation, prices and how people’s travel habits will respond, we have made a conservative estimate of \$680k (9.7%) for 2023. Losses in tax revenue of \$190,000 in 2020 were approved by the prior Council to be reimbursed using ARPA funds and will be transferred into the fund by year-end 2022.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Tourism Activity	207,513	233,787	329,271	301,500	324,800	23,300	7.7%
Transfers Out - Debt Svc	339,400	406,200	375,600	375,600	380,200	4,600	1.2%
Total Expenses	546,913	639,987	704,871	677,100	705,000	23,300	3.4%



Tourism Activities/Lodging Taxes - 102



Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Taxes	578,429	778,827	890,681	620,000	680,000	60,000	9.7%
Miscellaneous							-
Revenue	4,093	3,479	-	100	-	(100)	100.0%
Total Revenue	582,522	782,306	890,681	620,100	680,000	59,900	0



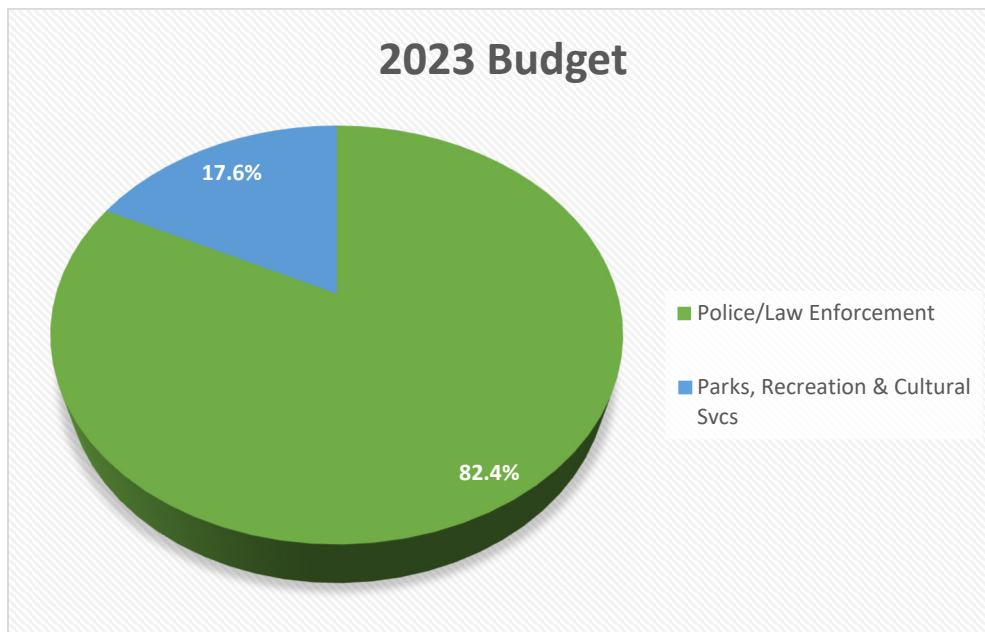
Grants & Donations - 103

This is a special revenue fund used to account for grants and donations that have restricted uses. Another way to think of this fund is that is used to account for revenues that would otherwise be General Fund, but with use restrictions that make it easier for the City to prove the proper use in a separate accounting.

The largest category consists of grants and state-shared revenue for Police operations. This includes forfeitures and emphasis patrols.

The other ongoing program in this fund is Museum memberships and donations and we receive miscellaneous donations for Parks and Recreation programs.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Administration	13,346	10,291	-	5,000	-	(5,000)	-100.0%
Police/Law Enforcement	353,304	168,355	70,622	87,500	89,000	1,500	1.7%
Fire Operations	1,368	-	-	-	-	-	0.0%
Homeless Services	-	33,898	-	-	-	-	0.0%
Parks, Recreation & Cultural Svcs	17,855	5,534	20,515	22,800	19,000	(3,800)	-16.7%
Total Expenses	385,872	218,079	91,137	115,300	108,000	(7,300)	-6.3%





Grants & Donations - 103

Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Intergovernmental Revenue	101,531	143,046	116,698	52,000	43,945	(8,055)	-15.5%
Charges for Goods/Services	1,932	2,990	2,612	-	2,400	2,400	0.0%
Miscellaneous Revenues	356,722	134,949	98,675	44,500	59,000	14,500	32.6%
Other Financing Sources	110,143	-	-	-	-	-	0.0%
Total Revenue	570,328	280,986	217,985	96,500	105,345	8,845	9.2%

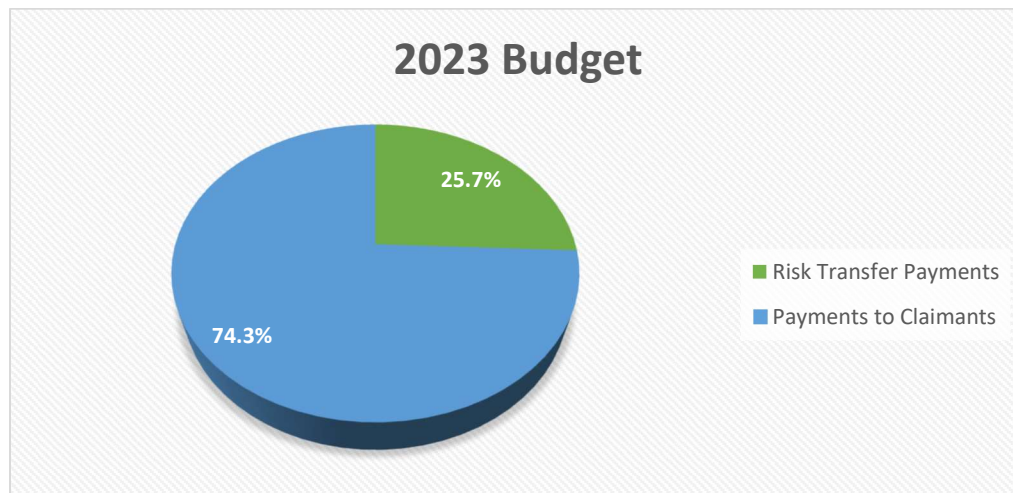


Unemployment Compensation – 501

The Unemployment Compensation Fund is maintained to cover unemployment claims filed by former employees. The City is self-insured for this function, and pays the cost of claims plus some administration to the State instead of paying premiums. Equifax is our third-party claims administrator.

Historically, the balance in this fund had been built up, so the program has been operating without any “premiums” from the operating divisions to cover the total program. In 2019, because the fund balance had been depleted, premiums were reinstated. The largest user of unemployment is the Parks seasonal employee program, so Parks will pay the largest share of the estimated benefit. Other users are other seasonal programs in Code Enforcement, Streets, Water, and Fleet Maintenance. In both 2022 and 2023, the budget is set with the actual assumed usage charged back to the applicable operation.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Risk Transfer Payments	1,875	1,595	19,053	1,500	19,000	17,500	1166.7%
Payments to Claimants	61,273	29,236	56,158	65,000	55,000	(10,000)	-15.4%
Total Expenses	63,148	30,831	75,212	66,500	74,000	7,500	11.3%



Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Charges for Services	61,273	46,261	38,444	85,000	85,000	-	0.0%
Miscellaneous Revenues	79	46	0	-	100	100	0.0%
Total Revenue	61,352	46,307	38,444	85,000	85,100	100	0.1%



Solid Waste – Sanitation – 490

The overarching goal of the Solid Waste utility is to protect the public health and safety of all residents of the City by providing quality solid waste services that are efficient, cost effective and environmentally responsible. This is accomplished through a contract with Lakeside Disposal, which collects and disposes of all garbage, yard waste and recyclable material within the City of Moses Lake.

Because the Utility Billing Department manages the waste hauling contract; interfaces with the contractor to produce accurate bills; and develops the rates to bill our customers, this operation is included with Finance, and not Municipal Services.

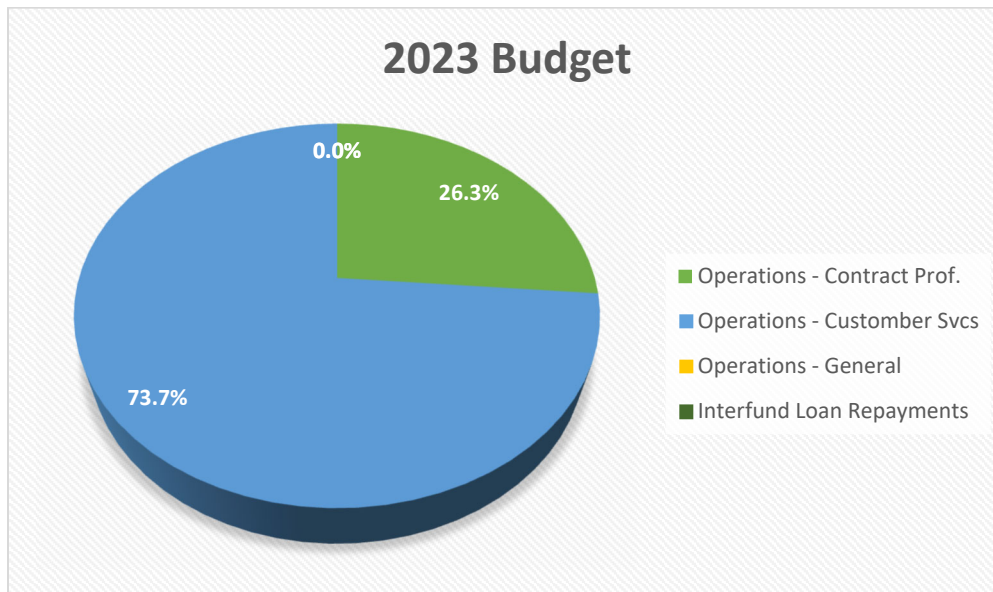
The annual adjustment for contracted disposal fees resulted in a 5% increase to the hauler effective September 1. This increase was calculated based on the year over year percentage change of the Consumer Price Index (CPI-W). The fund balance has improved sufficiently that we are not requesting a customer rate increase in 2023.

We have been without a yard waste program since 2020 when the former provider decided not to renew the contract. We have reviewed options in prior years, but other priorities have taken precedent in 2022 and we need to revisit our options in 2023. When we have a better estimate of viable options and costs, we will bring it back for Council approval—it is not currently in the 2023 budget.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Operations - Contract Prof.	651,120	1,132,881	1,150,353	1,231,598	1,308,000	76,402	6.2%
Operations - Customer Svcs.	3,284,430	3,536,615	3,380,289	3,594,155	3,663,700	69,545	1.9%
Operations - General	816	-	-	10,500	-	(10,500)	0.0%
Interfund Loan Repayments	(300,000)	-	0	-	-	-	0.0%
Total Expenses	3,636,366	4,669,496	4,530,643	4,836,253	4,971,700	135,447	2.8%



Solid Waste – Sanitation – 490



Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Charges for Services	4,207,640	4,523,730	5,258,048	4,951,680	5,125,000	173,320	3.5%
Miscellaneous Revenues	4,648	1,018	-	-	-	-	0.0%
Total Revenue	4,212,288	4,524,748	5,258,048	4,951,680	5,125,000	173,320	3.5%



Debt Service – various funds

Definition

In order to pay for capital improvements, the City of Moses Lake has issued debt from time to time when appropriate. Debt service payments act as “depreciation” over a portion of the useful life of the asset, so it is an appropriate match to have future citizens pay for future use of the facility.

The following is a description of the different types of outstanding debt used by the City:

- General Obligation Bonds are backed by the “full faith and credit” of the City, and are used for governmental type capital improvements.
- The LOCAL program is sponsored by the Washington State Treasurer. It is a program whereby the State issues bonds on behalf of local governments to obtain interest rates that are more favorable because they are based on the State’s bond rating. The City has pledged the “full faith and credit” of the City to the State, so this will be considered in our debt capacity calculations, but it is also an intergovernmental loan.
- Revenue Bonds are backed by the revenue stream (i.e. rates) in the applicable utility.
- Interfund loans are typically used for shorter term needs to bridge timing/cash flow needs. All outstanding interfund loans were fully repaid in 2021, freeing up funds for new debt service for the Larson Recreation Center (included in the Local Borrowing section of the table).

State law sets a maximum amount of General Obligation debt that can be outstanding at any given time. The City Council has the authority to bond up to 1.5% of the assessed property value in our jurisdiction.

In 2021, the City issued \$11.5 million of general obligation debt to construct the Larson Recreation Center, as well as \$2 million to replace 2 fire apparatus. The LRC was bid in 2021. The 2023 budget includes the cost of this debt service for the 2 new debt issues.

In 2023, the City will complete financing through the LOCAL program to issue bonds for the financing of the new Police Station. The debt for this will be repaid from proceeds of the Criminal Justice Sales Tax and “banked capacity” property tax.

Type/ Fund	Description	Date of Issue	Final Maturity	Original Amount	2023			Annual Payment	
					Principal	Interest	Balance		
GO Bonds									
000/286	Ice Rink/Flow Rider/Sinkiu	7/14/2015	8/1/2026	\$ 2,970,833	\$ 320,833	\$ 55,000	\$ 1,375,000	\$ 1,054,167	
487	Central Ops Complex	7/14/2015	8/1/2026	594,167	64,167	11,000	210,833	75,167	
528	Firestation #1	12/12/2012	9/1/2023	1,650,000			0	0	
GO Bonds Totals				\$ 5,215,000	\$ 385,000	\$ 66,000	\$ 1,585,833	\$ 1,129,333	
Local Borrowing									
000/282	Fire Apparatus	10/15/2020	6/1/2030	\$ 2,000,000	\$ 146,983	\$ 66,503	\$ 1,256,574	\$ 213,486	
000/282	Larson Recreation Center	2/15/2021	12/1/2040	8,735,000	280,000	417,000	8,200,000	697,000	
000/282	Fire Pumper Truck	11/15/2021	11/15/2031	695,593	58,229	31,937	580,513	90,166	
000/282	Police Station *			15,000,000	0	354,000	15,000,000	354,000	
Local Pass Thru Total				\$ 26,430,593	\$ 485,212	\$ 869,440	\$ 25,037,086	\$ 1,354,652	
* indicates estimates at this time-not final									
Revenue Bonds									
452	Operations Complex	9/1/2004	9/1/2024	\$ 7,015,000	\$ 1,110,000	\$ 114,000	\$ 1,170,000	\$ 1,224,000	
Revenue Bonds Total				\$ 7,015,000	\$ 1,110,000	\$ 114,000	\$ 1,170,000	\$ 1,224,000	



Miscellaneous Services - 006

This set of accounts in General Fund is used to account for payments made to Outside Agencies (e.g. Grant County Auditor for election costs; the local Chamber of Commerce; the Grant County Health District; the Moses Lake Senior Opportunity and Services; etc.) This is also where the interfund support by General Fund resides. These operating transfers are made either to fund obligated debt service payments, or to allocate tax revenues to other operations. Expenses that are General Fund in nature, but not allocable to any specific operation are also included in this section. Examples would include miscellaneous taxes and assessments. The Police station remodel or new build transfer for LOCAL borrowing debt service is estimated at approximately \$378,000 and is incorporated into the 2023 budget. The increase in debt service is offset with a reduction of Streets transfer. The transfer to the Streets Fund for 2023 is budgeted at

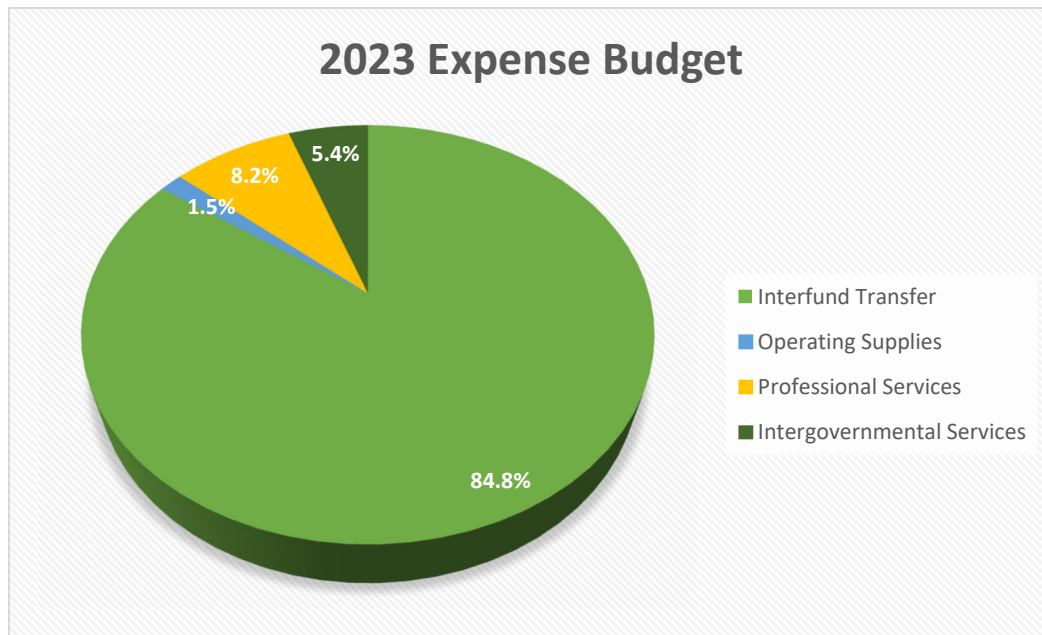
The following is a table of activity in this section of General Fund:

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget
Wellness Program	30,007	20,451	38,224	41,700	49,300
Election Costs	39,679	34,832	6,394	35,000	35,000
Chamber of Commerce Membership	5,500	5,500	5,500	5,500	5,500
AWC Dues	17,085	18,396	18,396	19,500	21,886
Grant Co. Economic Development	20,000	20,000	20,000	20,000	33,500
Public Health District	48,440	49,240	64,400	63,325	76,800
2% Liquor Taxes for Alcoholism Program	6,941	6,425	6,727	7,200	7,557
Main Street Program Contract	20,000	20,000	20,000	20,000	50,000
Community Coalition	-	10,000	10,000	15,000	15,000
Senior Center	17,000	17,000	17,500	17,000	17,500
Transfer to Streets Operating	2,119,921	1,680,000	1,692,900	1,692,900	1,865,000
Other Miscellaneous	23,237	30,022	53,687	23,775	21,900
Total Expenses	2,347,810	1,911,866	1,953,728	1,960,900	2,198,943



Miscellaneous Services - 006

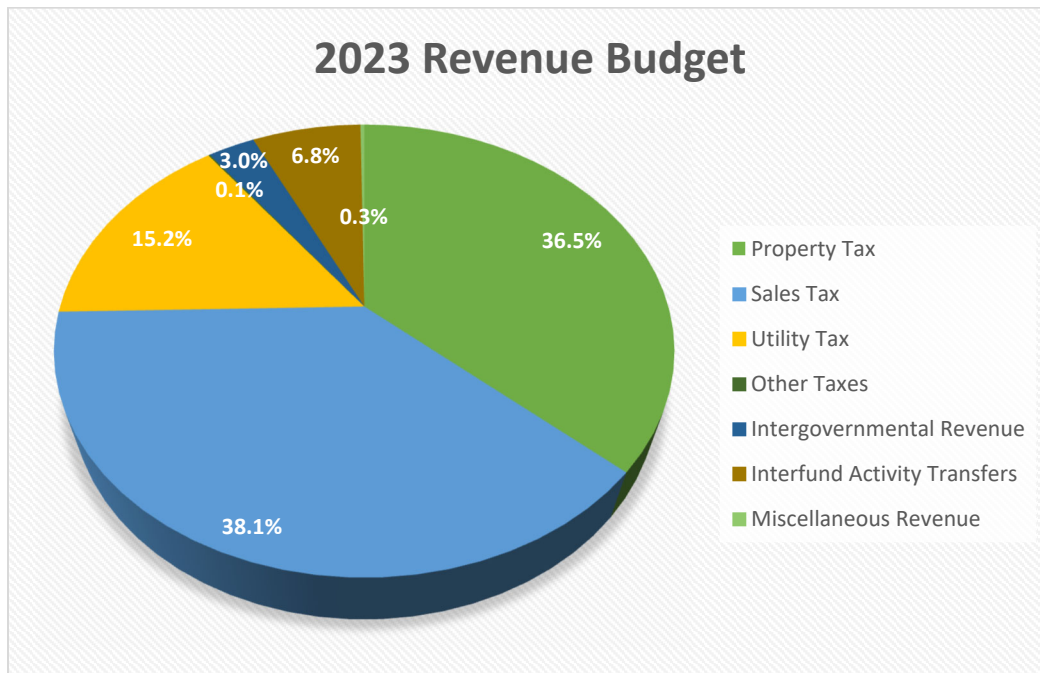
Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Interfund Transfer	2,119,921	1,680,000	1,692,900	1,692,900	1,865,000	172,100	10.2%
Operating Supplies	516	4,542	8,519	10,500	33,700	23,200	221.0%
Professional Services	132,313	136,827	174,787	150,475	180,886	30,411	20.2%
Intergovernmental Services	95,060.47	90,497.45	77,521.26	107,025.00	119,357	12,332	11.5%
Total Expenses	2,347,810	1,911,866	1,953,728	1,960,900	2,198,943	238,043	12.1%



Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Property Tax	7,808,702	7,899,047	8,471,053	7,720,700	8,821,500	1,100,800	14.3%
Sales Tax	7,509,197	9,721,190	10,448,320	7,700,000	9,200,000	1,500,000	19.5%
Utility Tax	3,282,644	3,436,155	3,577,975	3,459,340	3,681,000	221,660	6.4%
Other Taxes	23,086	24,352	22,322	25,000	24,000	-1,000	-4.0%
Intergovernmental Revenue	1,531,576	669,287	698,713	680,000	712,840	32,840	4.8%
Interfund Activity Transfers	1,360,641	1,493,250	1,559,260	1,567,920	1,650,175	82,255	5.2%
Miscellaneous Revenue	180,799	77,162	71,015	81,250	60,500	-20,750	-25.5%
Total Revenues	21,696,645	23,320,443	24,848,658	21,234,210	24,150,015	2,915,805	13.7%



Miscellaneous Services - 006



Expense Summary

The Miscellaneous Services budget reflects an increase of \$1.9M or 12.1% over the 2022 adopted budget. The majority of the increase is due to an increase in the interfund transfer to the Streets Department in the amount of \$172k (10.2%). Operating supplies increased \$23.2k and professional services costs increased \$30.4k due to increases in the wellness program and other contracted services.



Library – 007

Per the contract with the North Central Regional Library System (District), if the City of Moses Lake is to have a “brick and mortar” library, the City needs to provide the building. The District provides for the mail order – multi county library system through a long-standing property tax levy. The City has provided the building and through a maintenance and operations agreement with the District, the City performs maintenance, insures, and pays the utilities for the facility, and the District provides a lease payment to offset the maintenance and operations of the building. This lease payment provides an approximate \$40,000 each year, but actual costs for the City are higher reflected in the budget chart below. The City and the District negotiated an amendment to the lease in 2019 which ends in 2023.

A 2020 needs assessment, carried out by the District, indicated \$488,000 in capital needs for the building. Knowing the needs of the building and based on a desire expressed by the City and Community through the Creative District Process, the Regional Library District has announced the support of reinvestment in several of it’s branches, and Moses Lake is on the list. The City and District will work cooperatively to develop an updated capital program for beyond 2023 and a new agreement will be negotiated.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
400 Professional Services	78,269	73,336	68,223	71,500	64,500	(7,000)	-9.8%
Total Expenses	78,269	73,336	68,223	71,500	64,500	(7,000)	-9.8%

Expense Summary

The Library budget reflects a \$7k or -9.8% decrease over the 2022 budget. This is due to a decrease in the Interfund activity allocation.



Police Department – 030

Mission

The members of the Moses Lake Police Department are dedicated to preserving our citizen's integrity and safety by providing timely, professional, and effective police service. We recognize this mission can only be accomplished by working in partnership with our citizens to problem solve with innovative solutions.

2022 Key Accomplishments/Highlights

- Negotiated the Collective Bargaining Agreement with the Police Officer's Guild
- Reinstated the Corporal position
- Partnered with RENEW to embed a Mental Health Professional within our department
- Chosen as a Pilot agency to participate in the BlueBridge Alliance program
- Re-engagement of community events such as National Night Out, Faith & Blue, church presentations, Shop with a Cop, and other various community events
- Increased use of technology through Cellebrite and other investigation software programs

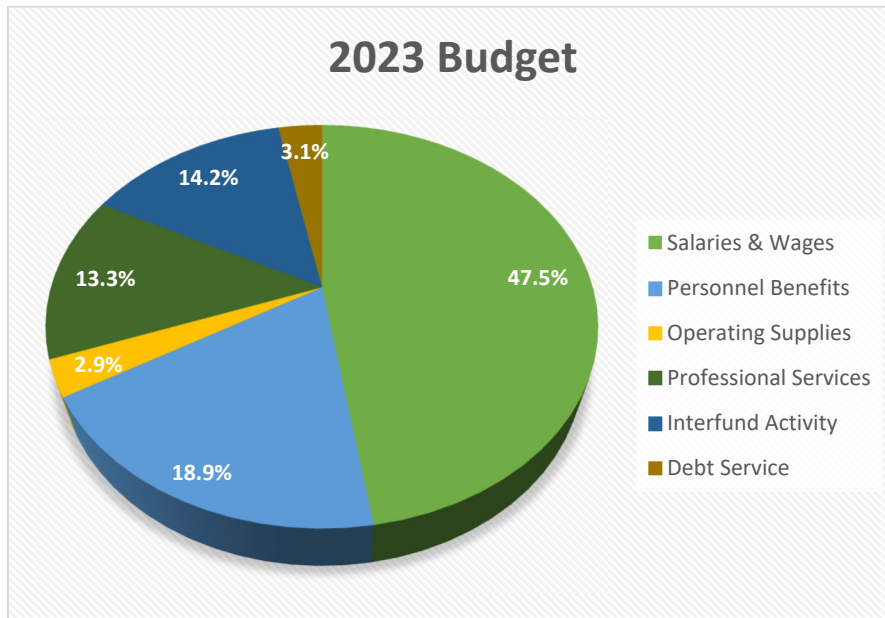
2023 Key Goals

- Build a new police department
- Assign an Outreach Officer to work with co-responders such as RENEW, Recovery Navigator, and Latino Civic Alliance
- Hire a criminal analyst to assist investigations with electronic data extraction and processing, while also creating data driven analytics to assist patrol officers for a more proactive approach to patrol
- Start a Traffic Unit to handle accidents and traffic complaints
- Expand on technology uses through Cellebrite, ZetX, Flock Safety ALPR, Axon
- Reduction of criminal activity committed by youth, particularly property crime, through partnership with the Latino Civic Alliance's Achieve Program.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	4,103,695	4,556,503	5,149,667	4,858,734	5,439,427	580,693	12.0%
200 Personnel Benefits	1,608,443	1,527,614	1,941,768	2,011,560	2,166,530	154,970	7.7%
300 Operating Supplies	229,370	275,051	352,680	241,000	331,750	90,750	37.7%
400 Professional Services	1,258,708	1,276,336	1,360,518	1,416,017	1,521,903	105,886	7.5%
400 Interfund Activity	1,091,800	1,222,800	1,289,426	1,289,426	1,628,936	339,510	26.3%
700 Debt Service	-	-	-	-	354,000	354,000	0.0%
Total Expenses	8,292,015	8,858,304	10,094,059	9,816,737	11,442,546	1,625,809	16.6%



Police Department – 030



Expenditure Summary

The Police budget reflects an increase of \$1.6m (16.6%). The largest increase is in salaries (\$580k, 12.0%) and benefits (\$155k, 7.7%) as a result of adding staff approved in 2022, negotiated wage increases and the addition of a Criminal Analyst position. This is followed by debt service costs of \$354k for the first year interest payment on LOCAL borrowing for a new police facility. Interfund activity increased by \$339.5k (26.3%) as a result of increased IT support costs, liability insurance, building maintenance, and fleet equipment costs. Supplies increased \$90.8k or 37.7% due to firearms/ammunition cost increases and general supply cost increases as a result of high inflation. Service charges increased \$105.8k (7.5%) due to increased MACC and Grant County Animal Outreach contract costs as well as increased costs for the Flock ALRP cameras, hearings examiner, background, and security costs.

2023 Proposed Requests

The Police Department budget reflects the addition of a criminal analyst in 2023. This position adds \$102k in salary and benefit costs in 2023. Additional police officer and detective positions have been removed from consideration.

With Council's approval to move forward with plans for a new police building, the budget reflects the first year interest only payment of an estimated \$354k.



Fire Department – 040

Mission

Providing a safer community through preparation, prevention, and effective emergency response.

2022 Key Accomplishments/Highlights

- Washington Survey and Rating Bureau: Improved Fire Protection rating from Class 5 to Class 4
- Fleet improvement program continued with delivery of a new Fire Engine and Brush Truck
- Fire Officer III Certifications for senior department officers
- Improvement to the Public Fire and Safety Education Program with two personnel becoming Certified Public Educators
- Created Battalion Chief position to better manage 24-hour emergency response incident command and manage day to day operations of individual shifts

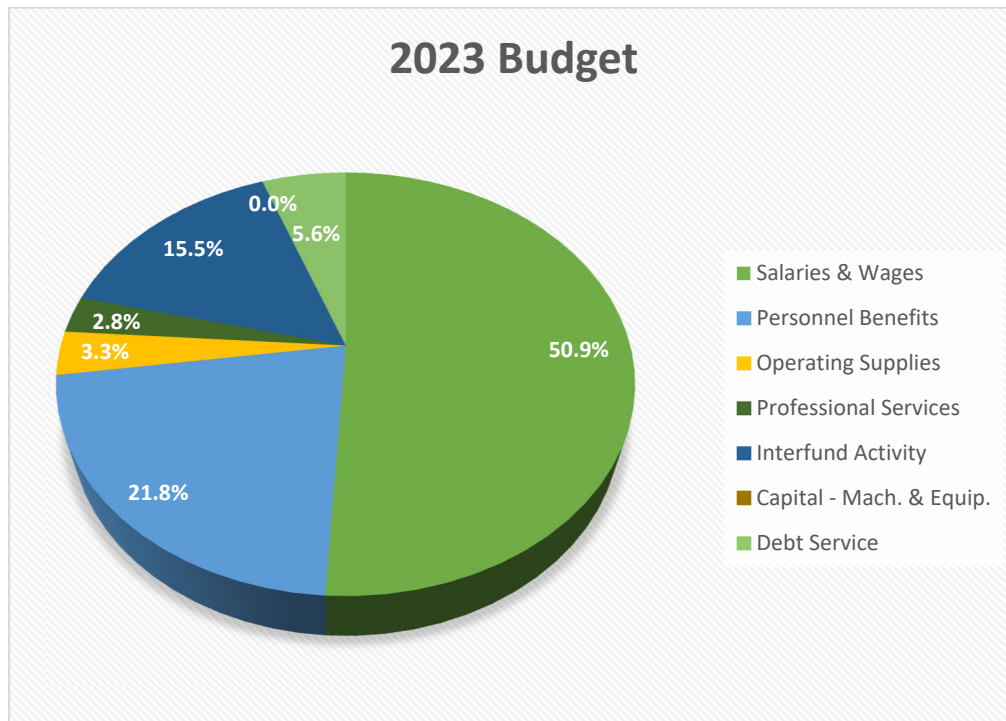
2023 Key Goals

- Procure land for Station 3 and begin construction process for the new station
- Add additional operations division and prevention division staff to keep abreast of current needs
- Continue fleet replacement program with a replacement medic unit and brush truck
- Conduct cost of service study for ambulance and needs assessment for fire and ambulance to update the strategic plan
- Pursue grant funding for a CARES program manager to implement a community paramedic program designed to reduce the frequency of 9-1-1 calls for frequent 9-1-1 users having unmet needs through traditional access to healthcare services.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	2,196,120	2,205,400	2,064,174	2,536,699	2,771,940	235,241	9.3%
200 Personnel Benefits	822,189	699,128	816,895	917,467	1,187,309	269,842	29.4%
300 Operating Supplies	150,496	144,924	156,253	174,700	181,800	7,100	4.1%
400 Professional Services	106,624	101,888	129,959	158,450	152,700	(5,750)	-3.6%
400 Interfund Activity	999,550	834,600	825,490	825,490	844,329	18,839	2.3%
600 Capital - Mach. & Equip.	23,098	54,391	49,149	67,000	-	(67,000)	-100.0%
700 Debt Service	0	179,000.00	304,000.00	304,000.00	303,652	(348)	-0.1%
Total Expenses	4,298,076	4,219,331	4,345,920	4,983,806	5,441,730	458,272	9.2%



Fire Department – 040



Expenditure Summary

The Fire Department budget reflects an increase of \$458k (9.2%). The largest increase is in salaries (\$235k, 9.3%) and benefits (\$270k, 29.4%) due to wage increases, coupled with the correction of several staff coded to the ambulance fund in error. Interfund activity increased by \$19k (2.3%) due to increased IT and liability insurance costs, which is more than offset by a decrease in machinery and equipment purchases.

2023 Proposed Requests

Fire Prevention Division member: Fire Inspector. Approximate increase in full time salaries and benefits of \$140k. Position cost is offset by fire department operational permits. This position is needed due to significant increases in Group H (hazardous) occupancies and industrial / large commercial properties requiring annual, semi-annual, or quarterly fire department inspections. There has been no increase in Fire Prevention Division staffing since 1992. This position is reflected in the budget presented.

Capital outlay previously requested have been removed from consideration and will be brought to Council as a budget amendment at a future date if necessary.



Ambulance – 498

Mission

Providing a safer community through preparation, prevention, and effective emergency response.

2022 Key Accomplishments/Highlights

- Added 4 personnel through ARPA Grant
- Restructured response matrix to provide additional ambulance availability utilizing available personnel by cross staffing new grant hired personnel between a third medic unit and second due fire apparatus.
- Responded to an 11.58% increase in calls for service from 2021 through YTD 2022
- Re-certification for Certified Ambulance Privacy officer (HIPAA)
- Continued to provide in house training for primary Paramedic and Emergency Medical Technician re-certification

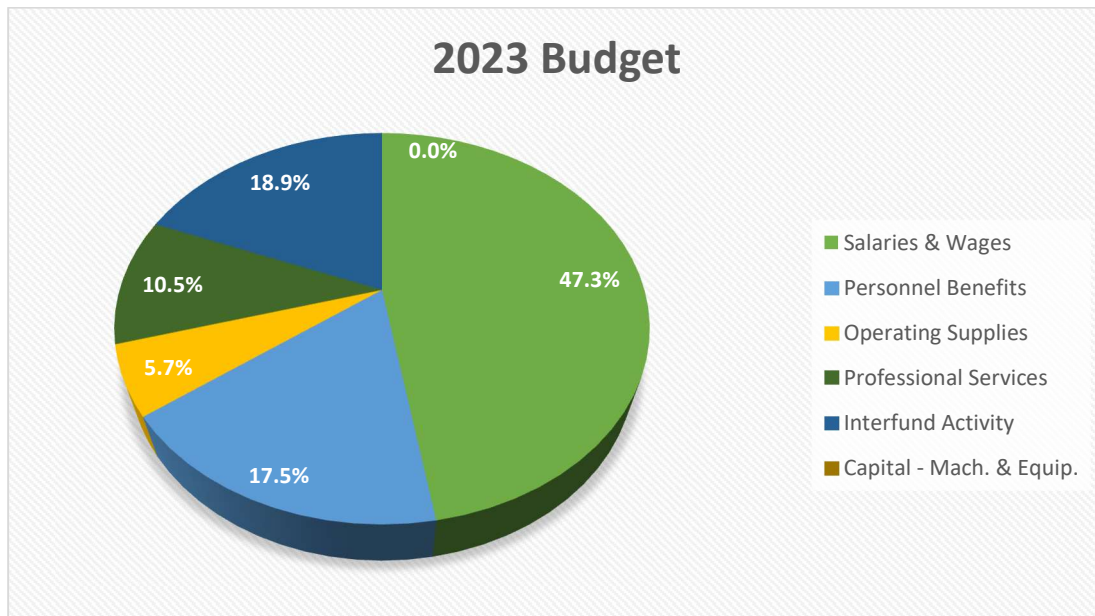
2023 Key Goals

- Conduct a cost-of-service analysis to establish correct utility fee level to help maintain appropriate levels of service availability
- Hire two operations division personnel to maintain availability levels for fire and EMS response
- Continue working with Washington Health Care Authority to maintain eligibility within the Ground Emergency Medical Transport System for Medicaid supplemental reimbursements
- Pursue grant funding and hire a CARES Act position specifically aimed at reducing the number of repetitive 9-1-1 calls from heavy system users due to mental health issues
- Work toward establishment of a Community Paramedicine program within the North Central Washington EMS Coalition

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	1,572,726	1,920,684	2,038,529	1,858,601	1,772,400	(86,201)	-4.6%
200 Personnel Benefits	490,226	487,140	613,861	580,351	655,772	75,421	13.0%
300 Operating Supplies	209,765	214,298	184,678	186,540	215,100	28,560	15.3%
400 Professional Services	210,666	268,255	288,647	327,500	394,000	66,500	20.3%
500 Interfund Activity	747,169	606,600	464,078	690,248	707,247	16,999	2.5%
600 Capital - Mach. & Equip.	(18,076)	56,009	106,574	114,000	-	(114,000)	100.00%
700 Debt Service	(150,000)	-	-	-	-	-	0.00%
Total Expenses	3,062,475	3,552,986	3,696,367	3,757,240	3,744,519	(12,721)	-0.3%



Ambulance – 498



Expenditure Summary

The Ambulance budget reflects a decrease of \$-12.7k (-0.3%). Salaries and benefits decreased -\$10.8k as a result of coding corrections of staff between Ambulance and Fire. Professional Services increased \$60k for consulting costs for a proposed cost of service analysis for ambulance service in 2023. Machinery and Equipment decreased \$114k as capital machinery requests have been removed from budget until the cost of service analysis is complete.

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Intergovernmental Revenues	803,549	714,804	549,700	541,260	585,000	43,740	8.1%
Charges for Goods/Services	2,573,220	2,990,071	2,960,783	3,073,000	2,841,000	(232,000)	-7.5%
Miscellaneous Revenues	59,592	26,187	22,396	-	24,500	24,500	0.0%
Transfer In	58,613	-	117,672	-	430,583	430,583	0.0%
Total Revenues	3,494,973	3,731,062	3,650,550	3,614,260	3,881,083	266,823	7.4%

Revenue Summary

Revenues are projected to increase by \$266.8k, 7.4% mainly due to increased ambulance utility fees.



Ambulance – 498

2023 Proposed Requests

A cost of service analysis for ambulance services estimated at \$60k has been included in the proposed budget.

Requests to hire two additional firefighter/paramedics and the purchase of a power assisted gurney have been removed from consideration until after the cost of service analysis is complete.



Parks, Recreation & Cultural Services – 020

Vision

The Moses Lake Parks, Recreation & Cultural Services Department provides and maintains leisure services and park facilities for the community. Our vision is to aspire to be our community's leaders in connecting people to people, parks, trails, and programs, while creating a legacy for future generations, and honoring the culture and history of Moses Lake.

2022 Key Accomplishments/Highlights

- Finishing the overhaul of fields 4 and 5 at Paul Lauzier.
- Moving into the new Larson Recreation Center.
- Cascade Park and Lakeview Park received new playgrounds.
- The success of our new Mobile Rec program.
- Completion and approval of the Parks, Recreation & Open Space Plan.
- The Moses Lake Museum & Art Center's key accomplishment for 2022 has been the return to pre-pandemic visitor numbers, an increase in museum membership, and a general expansion of classes and programs for the public. If visitation continues at the current pace, we are on track to have one of our best years ever in terms of visitor numbers.

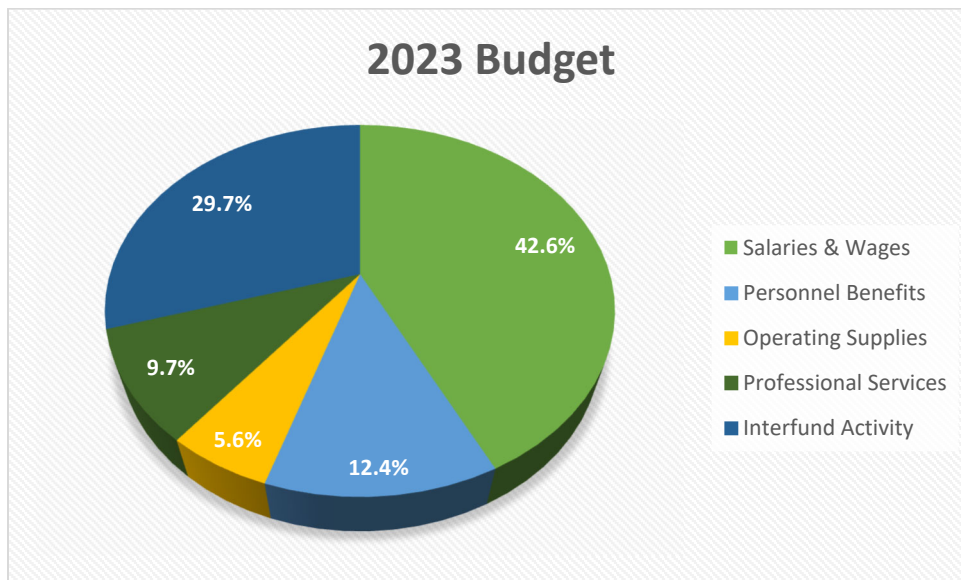
2023 Key Goals

- Continuing and completing the overhaul of all the infields at Larson Playfield.
- Continuing our playground replacements with Carpenter Park, Hayden Park, and Juniper Park.
- Developing park master plans for our undeveloped parks of Longview Park and Sun Terrace Park.
- Creating and developing new programming for the Larson Recreation Center. Creating a positive culture for staff and pass holders at the new facility.
- To complete the design and fabrication of new permanent exhibits in the museum. Fresh narratives will also be a draw and keep our visitor numbers where we want them.

Expenses	2019 Actual	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
							Amount	% Change
100 Salaries & Wages	1,906,198	1,564,798	2,139,871	2,496,986	2,713,114	3,226,330	513,216	18.9%
200 Personnel Benefits	739,839	731,767	687,448	868,849	983,480	935,343	(48,137)	-4.9%
300 Operating Supplies	537,577	284,950	366,478	359,441	466,500	424,600	(41,900)	-9.0%
400 Professional Services	653,679	490,080	1,165,905	816,067	1,015,836	732,800	(283,036)	-27.9%
400 Interfund Activity	2,037,550	2,089,300	2,196,400	2,165,660	2,165,660	2,245,773	80,113	3.7%
Total Expenses	5,874,843	5,160,896	6,556,102	6,707,003	7,344,590	7,564,846	220,256	3.0%



Parks, Recreation & Cultural Services – 020



Expenditure Summary

The 2023 Parks, Recreation & Cultural Services budget reflects an increase of \$220.3k (3.0%). The largest increase is in salaries (\$513.2k, 18.9%), offset by a slight decrease in benefits (-\$48.1k, -4.9%) due to an increase in minimum wage which impacts seasonal staff, as well as the proposed addition of 3 part-time recreation assistants to supervise the new Larson Recreation Center in the evenings and on weekends. Decreases in service charges (-\$283k, -27.9%), and operating supplies (-\$41.9k, -9.0%) more than offset increases in interfund activity (\$80k, 3.7%) as a result of increased IT costs and rising liability insurance costs.

2023 Proposed Requests

We are proposing the addition of three part-time recreation assistants to supervise the Larson Recreation Facility in the evenings and weekends. The addition of these staff (1.5 personnel) increases the budget by \$84k in additional salary and benefit costs and is included in the budget presented.

The budget reflects the addition of \$40k in funding to begin the Longview Park master plan. We will pursue grant funding if available to help defray the cost. We are also requesting \$222.2k to continue overhauling the infield of the Larson Playfield. This cost is not currently reflected in the budget as we will pursue utilizing Hotel/Motel tax through the Lodging Tax Advisory Committee for this project. If approval is gained, we will bring forth a budget amendment for this project to Council at a future date.

Capital projects that will be held for future consideration include the upgrade of several playgrounds including, Carpenter Park (\$90.9k), Hayden Park (\$75.8k), and Juniper Park (\$75.8k) and the development of the Sun Terrace master plan (\$52k).



Engineering Services – 010

Mission

The Engineering Division is responsible for the administration and preparation of reports, designs, plans, specifications, grant applications, construction inspection, and cost estimates for state, federal, and locally funded construction projects, local improvement districts and private development projects.

2022 Key Accomplishments/Highlights

- Valley Road Reconstruction - The City reconstructed 1 mile of Valley Road from Stratford Road to Paxson Drive.
- Reservoir 2 Recoating Project - The City sandblasted off the old coating and recoated Reservoir 2 (located next to Lakeview Elementary School) with a three-layer epoxy based coating and a new logo.
- Signal Cabinet Replacement Project - The City replaced all the remaining traffic signal controller cabinets.
- Burr Avenue - The City constructed the unpaved portion of Burr Avenue linking the Lakeland Neighborhood to Wheeler Road.

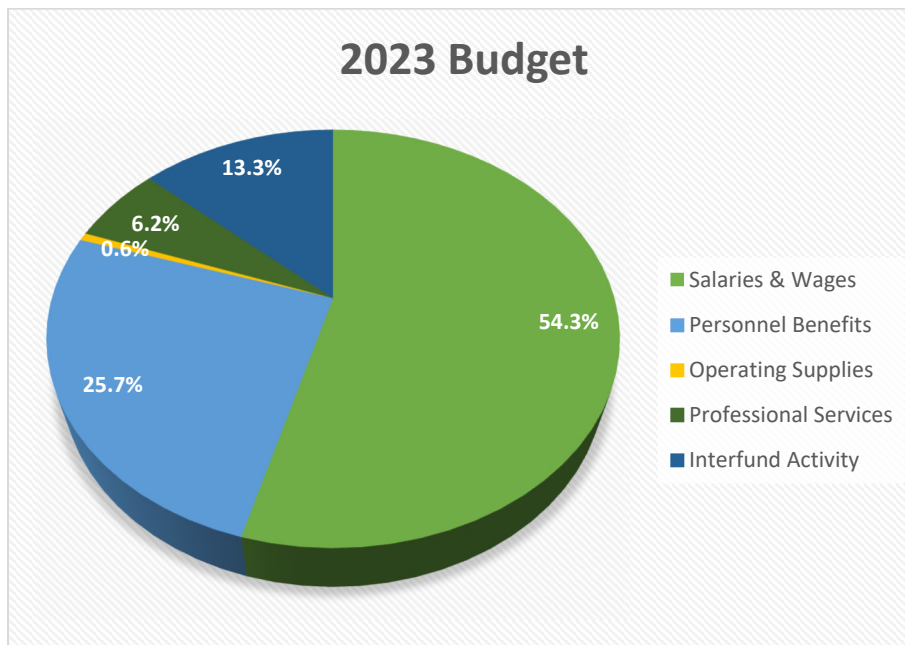
2023 Key Goals

- Reservoir 10 (Mae Valley) - City plans to construct a new Water Reservoir Tank on the property next to Well 19 near Moses Pointe.
- Water, Sewer, Storm Comprehensive Plan Updates - Current planning efforts to update the utility comprehensive plans will be completed in 2023.
- Traffic Model Development - City will work with a traffic consultant to develop a Citywide traffic model that will help guide capital improvements to the City's roadway network.
- Northshore Lift Station - City will complete the construction of a new lift station to replace the aging Sage Bay Lift Station.
- Yonezawa Boulevard/Moses Lake Avenue Construction - Complete the permitting process to break access in Highway 17 and extend Yonezawa Boulevard to the east and complete the connection to Moses Lake Avenue and the newly constructed Groff Elementary School.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022 Amount	% Change
100 Salaries & Wages	1,235,918	1,107,694	996,554	1,208,130	1,421,921	213,791	17.7%
200 Personnel Benefits	597,110	396,387	465,805	598,746	672,963	74,217	12.4%
300 Operating Supplies	16,473	7,255	21,232	13,200	16,000	2,800	21.2%
400 Professional Services	35,129	55,789	197,808	79,900	161,600	81,700	102.3%
400 Interfund Activity	325,800	269,500	333,320	333,320	347,260	13,940	4.2%
Total Expenses	2,210,430	1,836,626	2,014,719	2,233,296	2,619,744	386,448	17.3%



Engineering Services – 010



Expenditure Summary

The Engineering budget reflects an increase of \$386.4k (17.3%). The largest increase is in salaries (\$213.8k, 17.7%) and benefits (\$74.2k, 12.4%) as a result of the proposed addition of a Municipal Services Accountant and a Development Engineering Tech. The two proposed staff adds \$228k to the budget in salary and benefit costs. Professional services increased \$81.7k or 102.3% due to increased professional services costs for consultant services (\$85k) and software subscriptions (\$9k). Intergovernmental allocations increased by \$13.9k (4.2%) due to increased software costs and migration to cloud services as well as increased liability insurance costs.



Streets– 116

The City of Moses Lake Street Division is responsible for maintaining the City road surfaces including painting City cross walks, parking zones, long lining City streets, snow and ice control, spraying road sides and alleys, grading alleys, maintain traffic signals, maintain traffic signs, maintain pavers, installing thermo plastic, preparing for events that include parades and local activities that include traffic control and other duties that may arrive. The Street Division strives to keep the City's roads and infrastructure maintained at a high quality to provide the best service we can to the citizens of Moses Lake.

This Division is also responsible for the repair and maintenance of approximately 29 miles of storm water piping, 200 lane miles of street sweeping, 1865 catch basins and 1485 other support structures. The Street Division activities include regular planned maintenance as well as emergency repairs and specialty projects that may come up from other divisions or departments. During snow and ice conditions the Street Division has three 5-yard and two 10-yard trucks that we use to put down product to control snow and ice. In the case of a larger snow event the City has one grader that is used to remove snow from City roads. The Division will call out local contractors in the event of a large snow to have the residential roads plowed.

2022 Key Accomplishments/Highlights

- Updated all signal cabinets city wide to ATC McCain cabinets
- Installed Wavetronix radar detection at all city intersection
- Purchased new Graphtec sign machine to build new traffic signs

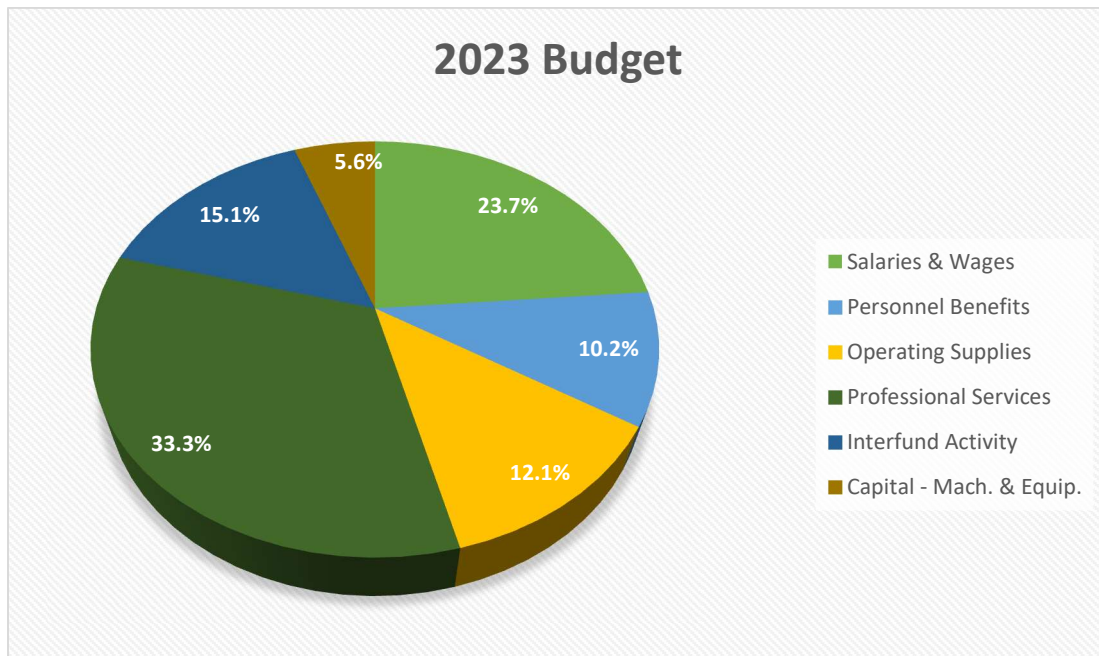
2023 Key Goals

- Purchasing new sign table for Graphtec sign machine
- Complete roadside spraying
- Having the crew become efficient with the new Graphtec sign machine
- Purchasing new bucket truck to add to our fleet.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	490,276	522,676	497,859	592,905	575,224	(17,681)	-3.0%
200 Personnel Benefits	208,687	194,548	214,931	206,745	248,617	41,872	20.3%
300 Operating Supplies	298,786	267,797	167,451	395,900	294,100	(101,800)	-25.7%
400 Professional Services	638,467	674,849	683,220	833,892	808,725	(25,167)	-3.0%
400 Interfund Activity	657,900	356,400	352,400	352,400	367,540	15,140	4.3%
600 Capital - Mach. & Equip.	66,439	-	46,149	-	135,000	135,000	-
700 Debt Service	268,817	267,400	266,900	266,900	254,900	(12,000)	-4.50%
Total Expenses	2,629,372	2,283,669	2,228,910	2,648,742	2,684,106	35,364	1.3%



Streets– 116



Expenditure Summary

The Streets department budget reflects an increase of \$35k or 1.3% over the 2022 budget. Capital purchases includes the purchase of a bucket truck which is needed due to the current truck blocking 1-1/2 lanes of traffic and posing a safety hazard. All other expense categories decreased except for benefits (\$42k) and interfund activity (\$15k). The decrease was a result of comparing actual spending over the past four years and adjusting budget to average spending levels. Additionally, Streets had budgeted for four snow events at a cost of over \$600k, but as a result of the analysis has reduced the budget and will present a budget amendment to Council in the event that there are more snow events than anticipated in the budget.

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Permits	185,478	171,892	71,704	61,896	70,000	8,104	13.1%
Grants & State Entitlements	749,714	757,050	488,552	769,000	503,614	(265,386)	-34.5%
Reimbursable Services	4,717	-	-	10,000	-	(10,000)	-100.0%
Miscellaneous Revenue	38,243	15,478	1,748	1,532	3,000	1,468	95.8%
Transfer-In from Misc. Svcs.	1,680,000	1,680,000	1,230,400	1,230,400	1,400,000	169,600	13.8%
Total Revenue	2,658,151	2,624,421	1,792,403	2,072,828	1,976,614	(96,214)	-4.6%



Streets– 116

Revenue Summary

Projected 2023 revenue for Streets is \$1.98M, a reduction of -\$96.2k or -4.6% over the 2022 budget. The reduction resulted from state operating grants that are not anticipated to be available in 2023.

2023 Proposed Requests

Public Works is requesting to hire two (2) additional public works employees who would float between Streets, Water, Wastewater and Stormwater as needs arise. The cost of each employee is approximately \$99.2k for a total budget impact of \$198.4k. The Streets division budget presented includes \$49.6k for these additional positions.

The Streets Division is proposing the purchase of a F550 bucket truck. The existing truck blocks 1-1/2 lanes of traffic and poses a safety risk to employees and citizens. The estimated cost of the truck is \$135k and is included in the budget presented.

Other capital items that have been removed from consideration include a specialized sign table for the sign printer, \$26.5k, a rock rake for grading alleys, \$20k and updated software for the sign machine, \$4.3k. We would present Council with a budget amendment request at a future date for reconsideration of these items.



StormWater– 493

Mission

This Division is responsible for the repair and maintenance of approximately 35 miles of storm water piping, 200 lane miles of street sweeping, 2,548 catch basins and 1408 other support structures.

2022 Key Accomplishments/Highlights

- Back in Compliance with Ecology NPDES Eastern WA Permit
- 100% Inspection of Stormwater Assets
- 13 Illicit Discharges with 100% containment

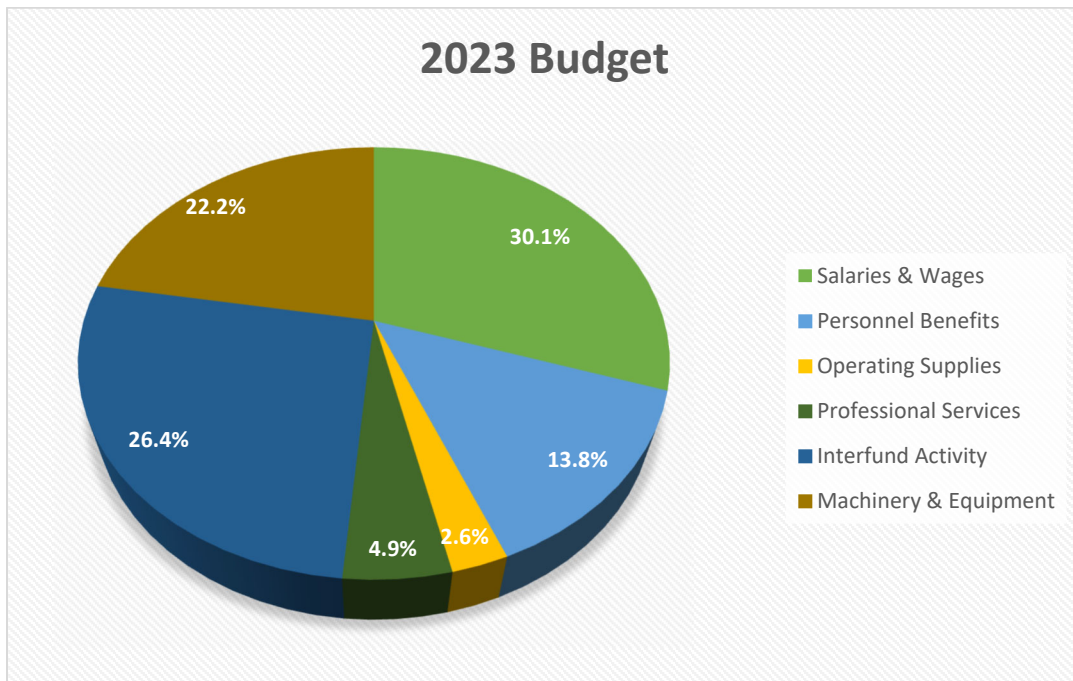
2023 Key Goals

- Development of CIP Program
- Rate Study Analysis and Impact
- Creation of 1st Draft of Street Sweeping Program Document
- Reduction of Illicit Discharges through education and outreach with local Contractors

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	298,431	275,123	270,159	360,115	406,089	45,974	12.8%
200 Personnel Benefits	147,971	129,415	128,951	166,783	185,648	18,865	11.3%
300 Operating Supplies	17,986	5,516	11,967	28,200	35,200	7,000	24.8%
400 Professional Services	271,086	55,203	43,485	130,000	66,250	(63,750)	-49.0%
400 Interfund Activity	406,625	376,200	322,080	322,080	355,420	33,340	10.4%
600 Machinery & Equip.	85,607	70,611	-	-	300,000	300,000	0.00%
Total Expenses	1,227,705	912,068	776,641	1,007,178	1,348,607	341,429	33.9%



StormWater– 493



Expenditure Summary

The Stormwater budget increased by \$341.4k (33.9%) due to matching funds for a State Grant and interfund activity costs due to rising liability insurance costs and increased IT support costs. Salaries (\$46k, 12.8%) and benefits (\$19k, 11.3%) increased due to Stormwaters share of two proposed public works employees.

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022 Amount	% Change
State Grants	-	95,000	0	-	430,304	430,304	0.0%
Storm Drainage Services	960,449	914,149	1,036,109	1,023,347	1,035,000	11,653	1.1%
Reimbursable Services	17,891	-	0	-	-	-	0.0%
Capital Contributions	412,050	559,452	0	-	-	-	0.0%
Miscellaneous Revenues	1,600	-	0	-	-	-	0.0%
Total Revenue	1,391,991	1,568,601	1,036,109	1,023,347	1,465,304	441,957	43.2%

Revenue Summary

Revenue is projected to increase by \$442k due to State Grants. Storm Drainage service revenue is projected to increase by \$12k or 1.1%.



StormWater– 493

2023 Unbudgeted Requests

Public Works is proposing to hire two (2) additional public works employees who would float between Streets, Water, Wastewater and Stormwater as needs arise. The cost of each employee is approximately \$99.2k for a total budget impact of \$198.4k. The Stormwater division budget includes \$43.3k of salary and benefit costs for these two positions.

We have removed from consideration several requests for capital including, an upgrade to our WinCan software to increase the ability to capture Stormwater video quickly and effectively, \$25k, an emergency spill response vehicle, \$90k and a vac skid for truck, \$38k.



Transportation Benefit District– 170

Mission

The Transportation Benefit District (TBD) is a quasi-municipal corporation and independent taxing district created for the sole purpose of acquiring, constructing, improving, providing, and funding transportation improvements within the district.

The City Council of Moses Lake is the governing body of the TBD. The governing body must develop a plan that specifies the transportation improvements to be provided or funded by the TBD. The transportation improvement plan shall be updated and advertised annually.

TBD funds do not have to be spent in a specific time frame. The TBD can fund any transportation improvement contained in the existing transportation plan that is necessitated by existing or foreseeable congestion levels. This includes maintenance and improvements to city streets, transportation demand management, and similar items.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Intergovernmental Services	1,650,000	1,850,000	2,154,000	2,154,000	2,175,000	21,000	1.0%
Total Expenses	1,650,000	1,850,000	2,154,000	2,154,000	2,175,000	21,000	1.0%

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Public Transportation Tax	1,788,974	2,089,523	2,466,291	1,980,000	2,175,000	195,000	9.8%
Interest	2,315	1,613	-	500	1,000	500	100.0%
Total Revenue	1,791,289	2,091,136	2,466,291	1,980,500	2,176,000	195,500	9.9%

Expenditure Summary

We are projecting a \$21k (1%) increase in transfers to the Street Repair and Reconstruction fund in 2023.

Revenue Summary

We are projecting a modest \$196k increase in Public Transportation tax in 2023 to \$2.176 million. This is a 9.9% increase over the 2022 budgeted amount of \$1.98 million. Current run rate puts the tax collection for 2022 at nearly \$2.5 million.



Water Division – 410-411

Mission

The mission of the Water Division is to provide quality potable water to the customers, residents, and property owners in our service areas in and around the City of Moses Lake. Our goal is to provide fast, friendly, helpful, and efficient service. The water is used for drinking, fighting fires, irrigation, dust control at construction sites, industrial processing, cooling equipment, filling swimming pools, and food processing. Revenue to operate the water system primarily comes from metered water consumption of our customers.

2022 Key Accomplishments/Highlights

- Launched Public Portal for irrigation backflow tracking and testing.
- Increased public awareness of the summer conservation ordinance for irrigation.

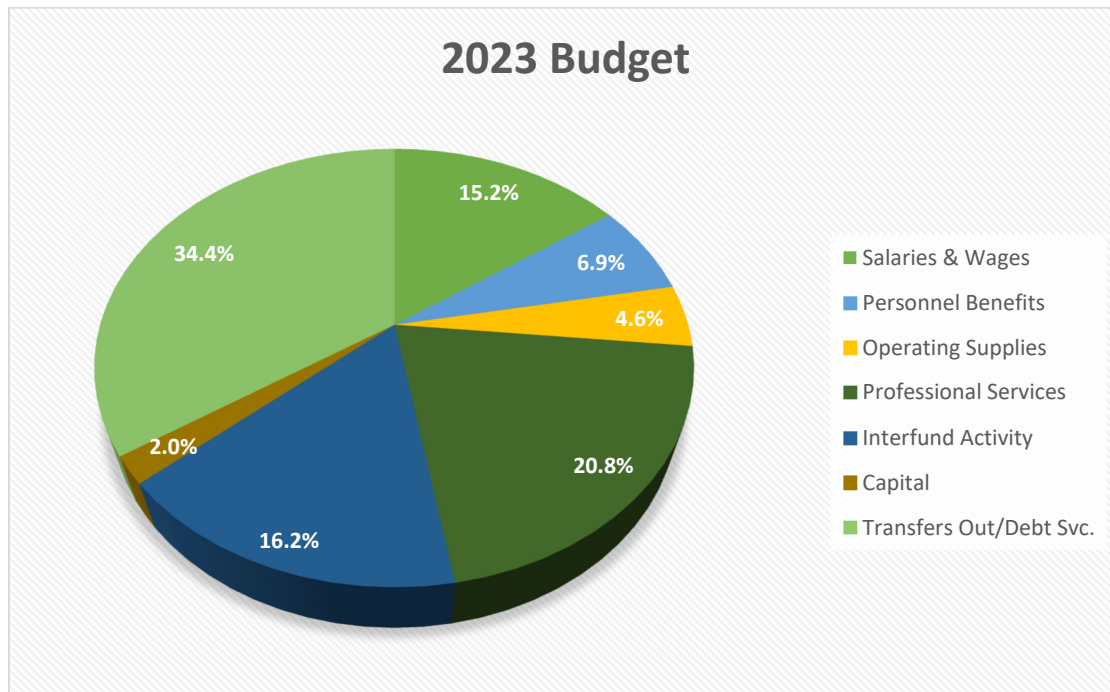
2023 Key Goals

- Every backflow assembly identified, mapped, tracked and tested.
- Lower Wells 9, 31 & 33 and get Well 34 online to meet summer demands.
- Continue researching alternative water sources to reduce our reliance on a failing aquifer.

Water & Water Billing 411/413						2023 - 2022	
						Amount	% Change
Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget		
100 Salaries & Wages	1,060,223	1,044,606	1,172,751	1,041,593	1,137,878	96,285	9.2%
200 Personnel Benefits	517,671	454,596	503,065	489,629	514,599	24,970	5.1%
300 Operating Supplies	760,799	620,969	297,323	338,400	343,650	5,250	1.6%
400 Professional Services	1,490,187	1,375,773	963,252	1,414,830	1,559,300	144,470	10.2%
400 Interfund Activity	1,398,588	1,405,200	772,630	1,114,720	1,219,640	104,920	9.4%
600 Capital	65,129	88,160	-	100,000	150,000	50,000	50.0%
700 Transfers Out/Debt Svc.	2,258,825	1,961,500	2,256,124	2,256,125	2,583,700	327,575	14.52%
Total Expenses	7,551,422	6,950,804	5,965,145	6,755,297	7,508,767	753,470	11.2%



Water Division – 410-411



Expenditure Summary

The Water division budget reflects an increase of \$753k (11.2%), with the biggest increase coming from debt service transfers which increased by \$328k due to the principal payment increase on the water and sewer revenue bond, which will be paid off in 2024. Other increases are attributable to; professional services (\$144.5k, 10.2%) due to increased sample testing and consulting services, interfund activity (\$105k, 9.4%) due to maintenance, IT costs, utility billing services and liability insurance increases, salaries (\$96k, 9.2%) and benefits (\$25k, 5.1%) due to correction of administrative wages and benefits allocations and contracted wage increases as well as the proposed addition of two public works employees who will float between Water, Wastewater, Streets and Stormwater as needs arise. Capital outlay increased \$50k (50%) for replacement of water meters.

Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Water Sales	6,496,953	6,647,773	7,132,855	7,172,620	7,194,000	21,380	0.3%
Rentals/Leases	632,926	716,673	685,066	612,237	676,160	63,923	10.4%
Capital Assmt./Contrib. - Water	980,188	2,312,160	605,261	361,060	772,500	411,440	114.0%
Miscellaneous Revenue	125,591	108,725	64,930	516	61,600	61,084	0.0%
Total Revenue	8,235,659	9,785,331	8,488,112	8,146,433	8,704,260	557,827	6.8%



Water Division – 410-411

2023 Unbudgeted Requests

Public Works is requesting to hire two (2) additional public works employees who would float between Streets, Water, Wastewater and Stormwater as needs arise. The cost of each employee is approximately \$99.2k for a total budget impact of \$198.4k. The Water division budget includes \$43.3k of salary and benefit costs for these two positions.



Wastewater Division – 410-412

Mission

The mission of the Wastewater Division is to continually encourage integrity, communication, and excellence in customer service, while supplying an environmentally friendly solution to the City of Moses Lake's wastewater needs. The priority of the wastewater division is to keep collection lines, lift stations and treatment facilities in top working order to minimize effects on ground water and the environment. The ultimate goal is to create a high-quality final product that we can use bio-solids as a fertilizer and the effluent used to water and grow crops.

2022 Key Accomplishments/Highlights

- Central Operations Facility (COF) Miscellaneous Construction/Demolition
- EKA Lift Station Upgrade
- Tana Lift Station Upgrade
- 5 Corners Gravity Line Extension/Spot Repairs
- Division Lift Force Main Diversion
- Northshore Lift Station (Bid Awarded 2022)
- Dunes WWTP Diffuser Membrane Replacement (Bid out 2022)
- Bio Solids Management: Dunes and Larson WWTP

2023 Key Goals

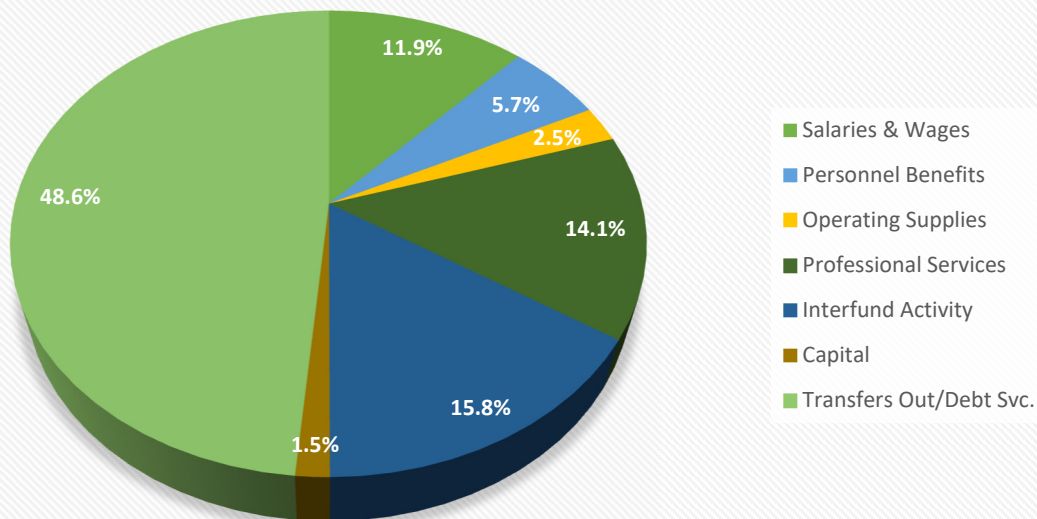
- Install redundant crossing parallel with Sage Bay force main and a parallel 20-inch crossing at COF
- Upgrade Wheeler Lift Station & extend force main to Sixth & Beech, bypassing Main Lift
- Main Lift Station upgrade pumps and controls
- Bio Solids Management: Dunes and Larson WWTP
- Upgrade COF Raw Waste pumps and controls
- Peninsula Lift Station Gravity Line Replacement
- Lift Station Control Upgrades (5 Lift Stations)
- Larson WWTP PLC Upgrade
- Westshore Bio-Filter
- Finish 20' parallel force main from COF to James Street



Wastewater Division – 410-412

Wastewater - 412/414						2023 - 2022	
Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	Amount	% Change
100 Salaries & Wages	819,592	824,177	870,609	923,107	976,617	53,510	5.8%
200 Personnel Benefits	453,268	396,146	436,691	463,013	468,557	5,544	1.2%
300 Operating Supplies	187,977	208,609	181,504	227,900	204,200	(23,700)	-10.4%
400 Professional Services	1,322,750	710,865	750,560	993,490	1,150,696	157,206	15.8%
400 Interfund Activity	1,260,693	1,446,500	1,218,400	1,492,140	1,289,885	(202,255)	-13.6%
600 Capital	36,917	21,290	118,563	365,000	120,000	(245,000)	-67.1%
700 Transfers Out/Debt Svc.	2,178,755	1,978,650	4,163,224	4,163,225	3,976,200	(187,025)	-4.5%
Total Expenses	6,259,953	5,586,236	7,739,551	8,627,875	8,186,155	(441,721)	-5.1%

412-414 - 2023 Budget





Wastewater Division – 410-412

Expenditure Summary

The Wastewater budget reflects a decrease of \$441.7k (-5.1%). The decrease is largely due to a reduction in capital expenditures of \$245K as well as decreases in interfund activity due to a change in allocation methodology and a decrease in debt service due to the early payoff of bonds in 2022.

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Swr/Reclaimed Wtr Sales	4,878,020	4,992,229	5,197,472	5,330,197	5,360,000	29,803	0.6%
Capital Assmt/Contrib. Sewer	748,592	838,805	225,167	180,530	254,000	73,470	40.7%
Miscellaneous Revenue	5,100	12,300	14,000	14,442	15,000	558	3.9%
Total Revenue	5,631,713	5,843,334	5,436,639	5,525,169	5,629,000	103,831	1.9%

Revenue Summary

Revenue is projected to increase by \$104k or 1.9% as a result of slight increases in sewer/reclaimed water sales and sewer connections.

2023 Proposed Requests

Public Works is proposing to hire two (2) additional public works employees who would float between Streets, Water, Wastewater and Stormwater as needs arise. The cost of each employee is approximately \$99.2k for a total budget impact of \$198.4k. The Wastewater division budget includes \$43.3k of salary and benefits for these two positions.

Machinery & equipment purchases includes \$120k for the purchase of a pump that has been ordered, but is not projected to be delivered until 2023.

We have withdrawn our capital request to purchase updated software at a cost of \$25k until IT can evaluate the software needs across the City.



Airport– 495

Mission

The Moses Lake Municipal Airport is classified as a General Aviation Airport. The 54.5 acre site serves general aviation aircraft and commercial crop spraying operations. The runway is 2,500 feet by 50 feet. All aircraft using this airport have an aircraft approach speed of less than 121 knots, a wingspan less than 49 feet, and weigh less than 12,500 pounds.

The airport property was deeded to the City in 1947 by Northern Pacific Railroad. From 1994 to 2019 the operations of the Municipal Airport were overseen by the Airport Commission. In 2022, the City Council changed the structure of the airport back to an Airport Commission and assigned management of the airport to the Commission.

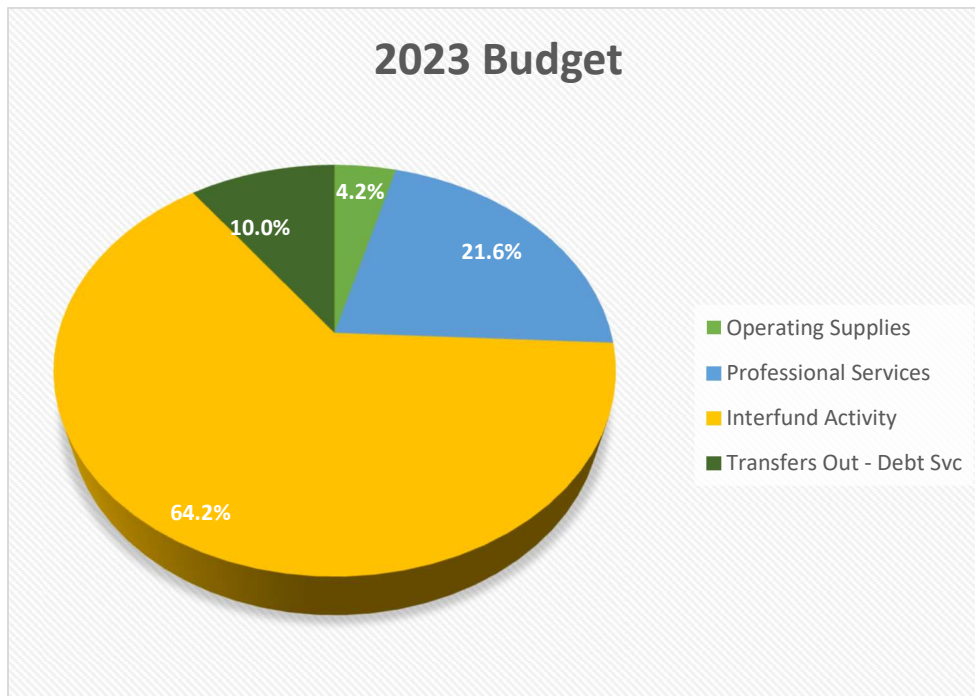
2023 Key Goals

- Complete installation of the fuel system purchased in 2022 through a State of Washington Department of Transportation CARB loan.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
300 Operating Supplies	2,025	4,996	2,448	17,700	4,500	(13,200)	-74.6%
400 Professional Services	13,435	19,658	15,412	34,050	23,050	(11,000)	-32.3%
400 Interfund Activity	10,212	3,859	27,441	21,970	68,600	46,630	212.2%
600 Capital	2,236	-	146,637	-	-	-	0.0%
700 Transfers Out - Debt Svc	-	-	0	-	10,702	10,702	0.0%
Total Expenses	27,908	28,513	191,938	73,720	106,852	33,132	44.9%



Airport– 495



Expenditure Summary

The Airport budget reflects an increase of \$33.1k or 44.9%. This is due to corrections of allocations that had not been previously budgeted for or charged to the airport. In addition, the CARB loan repayment begins in 2023 with annual payments currently estimated at \$10.7k. These are offset by reductions in operating supplies and professional services.

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Space/Fac. Rent/Lease	36,194	48,363	32,005	27,853	41,000	13,147	47.2%
Grants	0	-	152,303	-	-	-	0.0%
Transfer In	-	-	0	-	-	-	0.0%
Total Revenue	36,194	48,363	184,307	27,853	41,000	13,147	47.2%

Revenue Summary

Revenue is projected to increase by \$13k or 47.2%. This is reflective of current run rates for long-term leases at the Airport.



Fleet– 519

Mission

The primary function of Fleet Management is to provide economical, safe, and properly maintained vehicles, equipment, and two-way radio communication equipment to various City departments. The secondary function is to provide new equipment upfit vehicle and equipment. Our main objective is to keep the vehicles and equipment safe, operational, and clean, for City employees.

We provide repair and maintenance services to the vehicles and equipment owned by the City. We provide repair and maintenance for over 643 pieces of two-way communication radio equipment. We have established and maintain a pro-active preventive service schedule for all vehicles and equipment. In addition, we prepare the capital equipment quotes, bids, and purchases for vehicles and equipment.

Fleet Management continues to implement the fleet management software program to provide tracking and preventive maintenance scheduling.

2022 Key Accomplishments/Highlights

- Providing key training for employees
- In-service new units within 60 days
- Retain quality staff

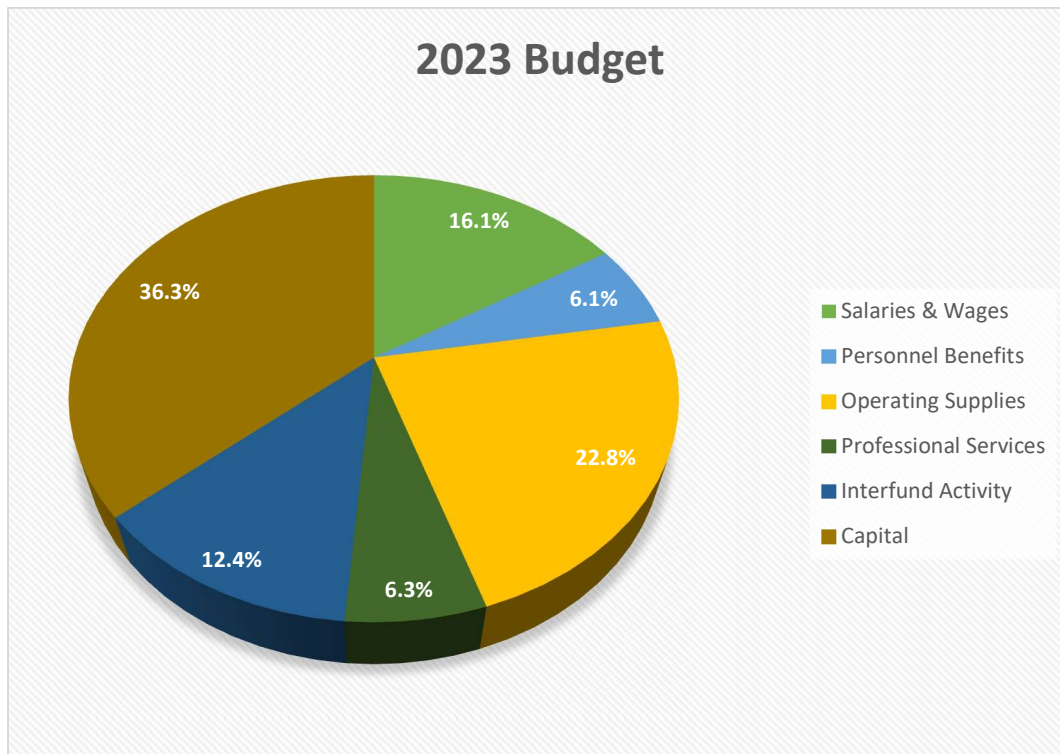
2023 Key Goals

- Lower in-service unit times to 30 days
- Continue to provide quality training for employees
- Lower PM cost and intervals to maintain higher in-service times
- Complete and through fleet evaluation as it relates to usage and quantity of units

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	388,522	437,434	437,666	520,839	516,717	(4,122)	-0.8%
200 Personnel Benefits	156,759	159,251	174,208	218,709	196,218	(22,491)	-10.3%
300 Operating Supplies	461,684	580,582	716,977	518,300	730,250	211,950	40.9%
400 Professional Services	201,422	165,242	131,283	221,400	201,400	(20,000)	-9.0%
400 Interfund Activity	985,446	330,300	385,290	385,290	398,023	12,733	3.3%
600 - Capital	3,061,430	3,579,164	3,002,391	825,000	1,165,000	340,000	41.21%
700 - Debt Service	304,031	(102,726)	23,098	51,712	-	(51,712)	-100.00%
Total Expenses	5,559,294	5,149,246	4,870,914	2,741,250	3,207,608	518,070	18.9%



Fleet– 519



Expenditure Summary

The Fleet budget reflects an increase of \$518k, 18.9%, due to increases in operating supplies (\$212k, 40.9%) as a result of higher gas prices and overall price increases due to inflation. Capital purchases increased \$340k, 41.2% due to previously approved capital equipment replacements that have been ordered, but won't be delivered until 2023.

Revenues	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	Amount	% Change
Grants	9,242	7,910	32,596	-	12,000	12,000	0.0%
Interfund Activity (Motor Pool)	4,235,309	3,072,009	2,711,814	2,711,814	2,761,612	49,798	1.8%
Intergov. Loan	2,014,804	851,077	-	-	-	-	0.0%
Proceeds from Sales of Assets	7,857	105,181	161,287	-	200,000	200,000	0.0%
Miscellaneous Revenue	16,303	8,988	-	5,000	5,000	-	0.0%
Total Revenue	6,283,516	4,045,165	2,905,696	2,716,814	2,978,612	261,798	9.6%

Revenue Summary

The projected revenue reflects an increase of \$261.8 or 9.6%. The increase is mainly due to estimated proceeds from the sale of assets through auction.



Fleet– 519

2023 Proposed Requests

Capital requests for 2023 have been removed from consideration until an analysis of rolling stock can be completed. There is \$1.2M of carryover vehicles/equipment from 2021 and 2022 that have been ordered but will not be delivered until 2023.



Facilities Management– 528

Mission

The primary function of the Facilities Management Division is to repair and maintain the city buildings and equipment. Our secondary function is small construction projects. Our main objective is to keep the facilities safe, operational, and clean, for employees and citizens.

The following buildings are maintained by the Facilities Management Division: Civic Center, Operations Buildings #1, #2, and #3, Civic Center Annex Building, Fire Station #1, Fire Station #2, Police and Parks Building, Library, Wastewater Treatment Facility, Larson Treatment Plant, Central Operations Facility, The Learning Center, Larson Recreation Center, Firing Range Training Facility, Civic Center Park Building, the Municipal Airport Building, and miscellaneous repairs around the airport. In addition, we perform the annual maintenance on all fire extinguishers in all buildings.

2022 Key Accomplishments/Highlights

- Completed the lobby remodel in the Civic Center Annex.
- We have added additional staff in preparation of the new Larson Recreation Center.
- We signed into an agreement for energy savings services with the Department of Enterprise Services.

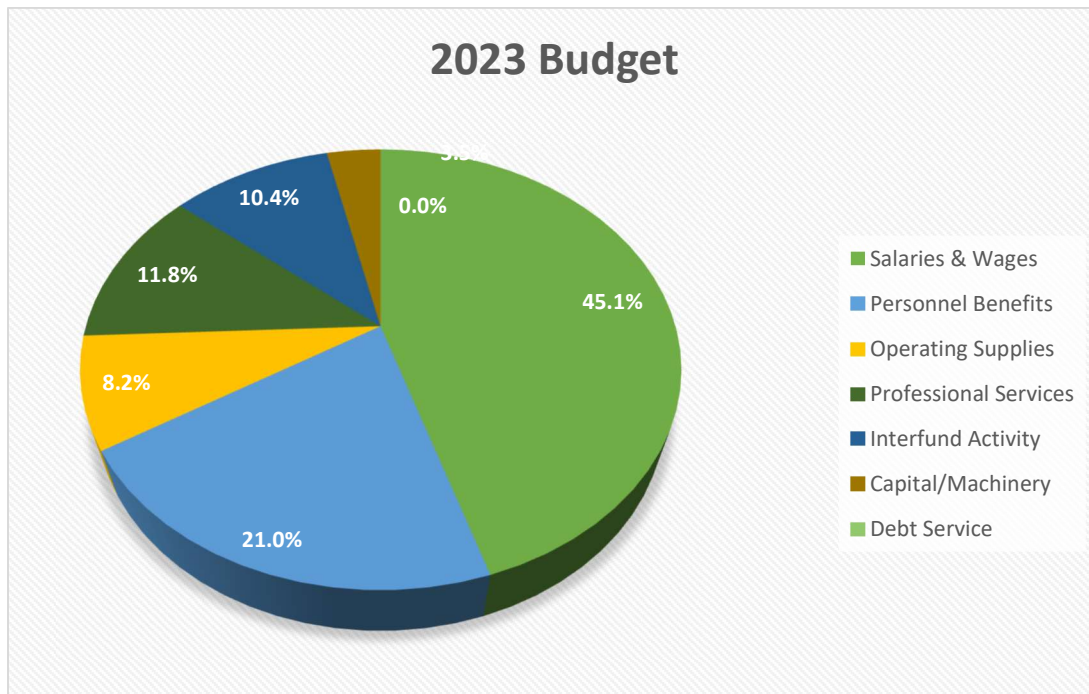
2023 Key Goals

- Get the Larson Recreation Center setup and running effectively for staff.
- Provide a backup power system for the Civic Center.
- Make improvements the Civic Center Annex for improved working areas as well as start on our zero scaping for water conservation.

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
100 Salaries & Wages	677,123	703,247	624,862	811,339	852,358	41,019	5.1%
200 Personnel Benefits	342,938	315,720	310,411	424,805	397,448	(27,357)	-6.4%
300 Operating Supplies	148,519	155,821	126,963	173,800	154,200	(19,600)	-11.3%
400 Professional Services	234,015	179,066	248,120	615,680	222,350	(393,330)	-63.9%
400 Interfund Activity	275,000	142,400	163,030	163,030	197,243	34,213	21.0%
600 Capital/Machinery	505,877	67,089	111,613	260,000	66,000	(194,000)	-74.62%
700 Debt Service	1,835,264	1,163,064	360,325	185,650	-	(185,650)	-100.00%
Total Expenses	4,018,737	2,726,408	1,945,325	2,634,304	1,889,599	(559,056)	-21.2%



Facilities Management– 528



Expenditure Summary

The Facilities Management budget reflects a decrease of \$559.1k, -21.2% over the 2022 budget. This is due to a reduction in machinery and equipment (\$194k). Professional services is reduced by \$393.3k or -63.9% due to reduction of duplicated accounts and cleanup of previously budgeted items with no spending in several years. Additionally, the previous Council approved the early payoff in 2022 of general obligation bonds that were originally scheduled for payoff in 2023. This resulted in nearly \$11k of interest savings and reduces the Facilities Management budget by \$185.7k in 2023.

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Intergovernmental Revenue	134,621	-	-	-	-	-	0.0%
Property Mgmt. Fees	3,868,091	2,772,800	2,525,900	2,525,900	1,994,460	(531,440)	-21.0%
Misc. Revenues	96,434	8,428	-	-	-	-	0.0%
Total Revenues	4,099,146	2,781,228	2,525,900	2,525,900	1,994,460	(531,440)	-21.0%



Facilities Management– 528

Revenue Summary

The revenue budget is estimated to be reduced by \$531.4k (-21.0%) due to the decreases in expense for the Facilities Management fund.

2023 Proposed Requests

Facilities Management is proposing the addition of another custodian. The presented budget includes this position and reflects an increase of \$66k to the 2023 budget.

The presented budget also includes the cost of a vehicle that was scheduled for replacement in 2022 and has been ordered but will not be delivered until 2023 (\$50k) and the cost for a new carpet machine needed for maintenance of the Larson Recreation Center (\$16k).

CIP requests include space analysis and improvements to the Civic Center Annex and Xeriscaping around the Civic Center complex - \$500k and begin installing solar array for battery backup and updated lighting at the museum - \$400k.

Capital requests that have been removed from consideration include, a new truck w/utility bed (\$65k) until analysis of rolling stock across the City can be completed.

CIP requests removed from consideration include the construction of vehicle storage behind Fire Station 1 for \$200k until a cost of service analysis for ambulance can be completed.

ARPA - 105	Projected Cost
Sleep Center Relocation	\$ 1,450,000
Food Truck Plaza	439,000
Cascade Valley - Water Extension	1,000,000
Cascade Valley - Sewer Extension	1,000,000
Convert Larson Playfields to Lake Water for irrigating	200,000
Total	\$ 4,089,000

Street Repair & Reconstruction - 119	Projected Cost
Nelson Road Reconstruction	\$ 202,000
Gravel Road Paving - Lark, Luta & Virginia Streets	1,010,000
Marina Drive Improvements - Design	100,000
Yonezawa Blvd/Moses Lake Ave. - Design	645,000
Annual Chip and Crack Seal program	1,010,000
ADA Street upgrades - 2023	101,000
ADA Stormwater upgrades - 2023	171,700
Total	\$ 3,239,700

Transportation Benefit District - 170	Projected Cost
Traffic Modeling	200,000
Total	\$ 200,000

Water Rights - 471	Projected Cost
Purchase of Water Rights Acquisition	\$ 1,000,000
Total	\$ 1,000,000

Water and Sewer Construction - 477	Projected Cost
Milwaukee/Aerotec Watermain	500,000
Well 34 Design Engineering	250,000
Water Comp Plan Update	200,000
Well 21, 31 & 33 Pump Lowering	450,000
Reservoir 10 Construction	2,000,000
Meter endpoint replacement	400,000
Reservoir 6 repainting	350,000
Bridge Crossing Condition Assessment	250,000
Northshore Lift Station	500,000
COF Raw Waste Upgrade	500,000
Westshore Bio-Filter	200,000
Total	\$ 5,600,000

Building Maintenance - 528	Projected Cost
Civic Center Xeriscaping & Annex space analysis	500,000
Install Solar Array on Civic Center	400,000
Total	\$ 900,000

General Fund (Police/Local Borrowing) 001/282	Projected Cost
New Police Station	15,000,000
Total	\$ 15,000,000



Street Repair-Reconstruction– 119

Mission

The Street Capital Program is planned, managed, and constructed by revenue from FUND 119. The budget for this fund is provided from several sources as follows:

Revenue Source:

REET 1 - Real Estate Excise Tax, First Quarter Percent (0.25%)

REET 2 - Real Estate Excise Tax, Second Quarter Percent (0.25%)

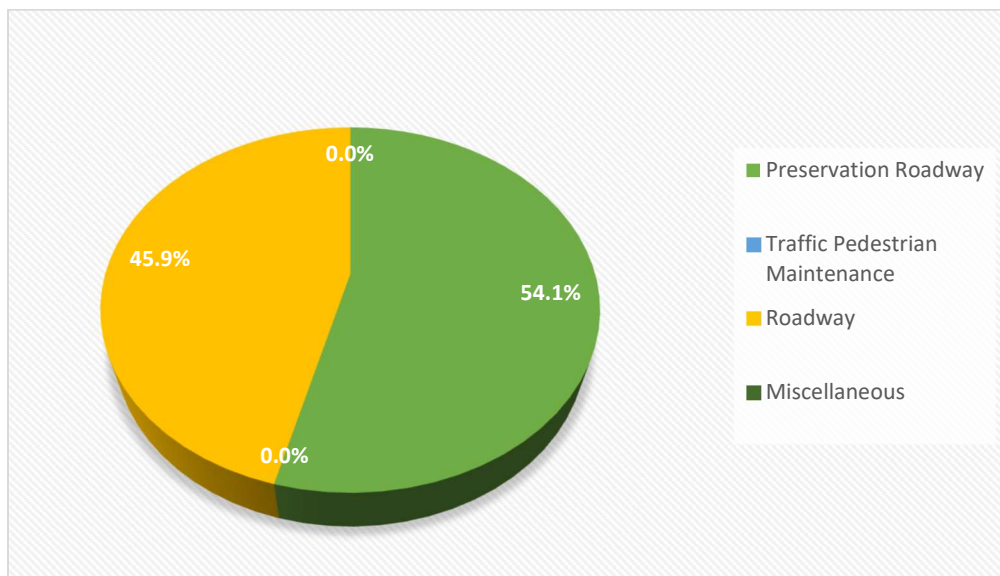
TBD - Transportation Benefit District FUND 170 for projects on the 6-Year Transportation Improvement Program (TIP)

WAMVFT - Washington State Motor Vehicle Fuel Tax

WA - Washington State Grants

PROP - Property Taxes

Expenses	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
Preservation Roadway	873,809	147,894	904,103	2,000,000	2,000,000	-	0.0%
Traffic Pedestrian Maintenance	-	488,473	591,987	-	-	-	0.0%
Roadway	1,606,931	724,800	3,571,679	1,700,000	1,700,000	-	0.0%
Miscellaneous	2,689	-	-	-	-	-	0.0%
Total Expenses	2,483,429	1,361,167	5,067,769	3,700,000	3,700,000	-	0.0%





Street Repair-Reconstruction– 119

Revenue	2020 Actual	2021 Actual	2022 Forecast	2022 Budget	2023 Budget	2023 - 2022	
						Amount	% Change
REET 1	435,318	905,968	655,130	400,000	550,000	150,000	37.5%
REET 2	435,318	889,006	655,130	400,000	550,000	150,000	37.5%
State Grants/Entitlements	33,016	170,933	138,848	33,400	33,852	452	1.4%
Miscellaneous Revenue	49,728	115,338	163,477	25,750	51,000	25,250	98.1%
Transfers In	1,650,000	1,850,000	2,154,000	2,154,000	2,175,000	21,000	0.0%
Total Revenue	2,603,381	3,931,245	3,766,586	3,013,150	3,359,852	346,702	11.5%

Expenditure Summary

Projected expenses for street repair and reconstruction remained flat at \$3.7M for 2023. A list of proposed projects is presented below.

Street Repair & Reconstruction - 119	Projected Cost
Nelson Road Reconstruction	\$ 202,000
Gravel Road Paving - Lark, Luta & Virginia Streets	1,010,000
Marina Drive Improvements - Design	100,000
Yonezawa Blvd/Moses Lake Ave. - Design	645,000
Annual Chip and Crack Seal program	1,010,000
ADA Street upgrades - 2023	101,000
ADA Stormwater upgrades - 2023	171,700
Total	\$ 3,239,700

Revenue Summary

The 2023 revenue is projected to increase by \$347k or 11.5%. The largest increase is in REET 1 and REET 2 revenues. The projected REET 1 and REET 2 revenue for 2022 is nearly \$1.4M. We have conservatively budgeted REET 1 and 2 revenue at \$1.1M for 2023.