

4. A PUBLIC HEARING ON 2016 PRELIMINARY BUDGET

STAFF REPORT _____

QUESTIONS FROM COUNCIL ON STAFF REPORT _____

OPEN PUBLIC HEARING _____

CLOSE PUBLIC HEARING _____

DISCUSSION _____

ACTION TAKEN _____

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: November 1, 2016

ACTION REQUESTED

Conduct 2017 Preliminary Budget Hearing on All Funds; Receive Public Input.

BACKGROUND

The City Council conducted the required revenue hearing on October 4, 2016. The public notice publishing dates for the Preliminary 2017 Budget Hearing are October 22 and October 29, 2016.

The purpose of this hearing is to review the proposed 2017 budgets for the various departments and funds, and receive public input. Any amendments the Council wishes to make should be discussed at this hearing, in order to include those changes in the budget ordinance scheduled for adoption on November 22, 2016. If any subsequent changes are proposed and accepted at the November 22nd meeting, the budget ordinance adoption will be re-scheduled to December 13, 2016.

A summary of budget-related activity in 2016 and significant aspects of the proposed 2017 budget are included in the Mayor's budget message.

RECOMMENDATION

Conduct 2017 Preliminary Budget Hearing, and accept public comments

FISCAL IMPACT

Total proposed 2017 Budget: \$85,729,026 without \$5,145,000 depreciation (as of 10/19/2016)

SUBMITTED BY

Leann L. Hubbard
Finance Director
Administration/Finance

ATTACHMENTS FOR COUNCIL REVIEW

1. 2017 Order of Documents
2. 2017 Budget Summary by Fund
3. 2017 General Fund Revenue Summary

REVIEWED BY Initial Date

Dep't Head	<u>LLH</u>	<u>10/19/16</u>
City Supervisor	<u>mw</u>	<u>10/24/16</u>
City Attorney (as to form)	<u>Unaj</u>	<u>10/27/2016</u>

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2016 - 2017 BUDGET SUMMARY BY FUND

		2016 AMENDED BUDGET*		2017 BUDGET REQUEST		
FUND	TITLE	REVENUES	EXPENDITURES	REVENUES	EXPENDITURES	CHANGE
001	GENERAL FUND:					
	ADMINISTRATION/FINANCE		1,456,336		1,507,569	51,233
	POLICE/SUPPORT SERVICE		6,359,389		6,814,794	455,405
	FIRE/RESCUE		5,512,381		6,061,238	548,857
	PROTECTIVE INSPECTIONS		663,628		731,713	68,085
	PLANNING		335,926		351,231	15,305
	PUBLIC SERVICES		2,968,234		3,187,510	219,276
	LIBRARY		1,544,814		1,605,081	60,267
	GENERAL GOVERNMENT		244,285		281,255	36,970
	OPERATING TRANSFERS:					
	AIRPORT		682,013		332,013	(350,000)
	OTHER		6,505		31,141	24,636
	TOTAL OPERATING EXPENDITURES:		\$19,773,511		\$20,903,545	\$1,130,034
						OPERATING PERCENTAGE CHANGE: 5.7%
	CAPITAL EXPENDITURES & TRANSFERS:					
	CAPITAL EXPENDITURES		371,805		540,099	168,294
	NON-OPERATING EXPENDITURES TO OTHER FUNDS		241,300		249,528	8,228
	TOTAL CAPITAL:		\$613,105		\$789,627	\$176,522
	TOTAL GENERAL FUND:	\$18,826,095	\$20,386,616	\$20,605,745	\$21,693,172	\$1,306,556
						TOTAL FUND PERCENTAGE CHANGE: 6.4%
104	ARTERIAL STREETS	482,150	527,700	1,680,800	1,946,034	1,418,334
105	STREETS	1,829,805	2,073,927	1,973,830	2,251,026	177,099
120	CIVIC IMPROVEMENT	351,000	350,000	361,500	359,000	9,000
125	FIREMEN'S PENSION	34,200	60,000	34,500	40,000	(20,000)
310	CEMETERY EXPANSION	1,000	6,500	500	14,450	7,950
315	2005 LTGO BOND FUND					
316	2007 BOND FUND	324,300	324,300	322,000	322,000	(2,300)
317	2009 AIRPORT WATER BOND FUND	392,400	392,400	398,781	398,781	6,381
401	UTILITIES **	10,372,536	11,656,540	10,795,536	12,998,212	1,341,672
403	UTILITY CAPITAL PROJECTS	1,894,000	1,894,000	2,615,000	2,615,000	721,000
404	STORMWATER **	1,405,628	1,712,711	1,169,000	1,743,677	30,966
405	TRANSIT **	5,353,720	5,523,293	5,467,009	5,484,776	(38,517)
501	EQUIPMENT RENTAL **	2,488,647	3,004,313	2,541,413	4,188,972	1,184,659
504	GOV'T BUILDINGS	962,800	1,082,703	1,094,838	1,284,957	202,254
507	INFORMATION SYSTEMS **	1,071,087	1,049,495	1,130,779	1,175,455	125,960
651	AIRPORT AGENCY **	20,292,550	20,292,550	29,097,211	29,097,211	8,804,661
707	LAWSON GARDENS ENDOW	66,000	123,085	110,500	115,803	(7,282)
710	CEMETERY CARE FUND	4,400	500	3,500	500	
	TOTAL ALL FUNDS:	\$66,152,318	\$70,460,633	\$79,402,442	\$85,729,026	\$15,268,393
						PERCENTAGE CHANGE: 21.7%

* Includes Budget Amendments Approved on June 14, 2016.

** Expenditures exclude non-cash depreciation of \$4,555,000 in 2016 and \$5,145,000 in 2017.

2017 GENERAL FUND REVENUE ESTIMATE SUMMARY

	ACTUAL 2015	AMENDED BUDGET 2016	YTD 06/30/16	YEAR END ESTIMATE 2016	PRELIMINARY ESTIMATE 2017	\$ CHANGE ESTIMATES 2016-2017	% CHANGE ESTIMATES 2016-2017	% OF BUDGET
TAXES:								
PROPERTY	5,616,391	5,700,000	3,111,452	5,720,000	5,900,000	200,000	3.5%	28.6%
EMS TAX LEVY	780,057	800,000	432,148	800,000	820,000	20,000	2.5%	4.0%
RETAIL SALES	4,336,017	3,900,000	2,139,086	4,400,000	5,000,000	1,100,000	28.2%	24.3%
NATURAL GAS USE	112,104	110,000	57,126	75,000	75,000	(35,000)	-31.8%	0.4%
LOCAL CRIM JUST SALES TAX	433,321	411,000	214,090	428,000	428,000	17,000	4.1%	2.1%
IF TAXES - UTILITIES - WATER	225,305	195,000	94,282	200,000	210,000	15,000	7.7%	1.0%
IF TAXES - UTILITIES - SEWER	205,447	195,000	94,064	195,000	200,000	5,000	2.6%	1.0%
IF TAXES - UTILITIES - STORMWATER	44,456	45,000	23,480	45,000	45,500	500	1.1%	0.2%
ADMISSIONS	413,961	400,000	149,564	425,000	425,000	25,000	6.3%	2.1%
UTIL TAX-ENERGY	1,415,653	1,235,000	610,897	1,250,000	1,280,000	45,000	3.6%	6.2%
UTIL TAX-SOLID WASTE	154,671	132,000	64,441	145,000	150,000	18,000	13.6%	0.7%
UTIL TAX-SOLID WASTE 3%	112,868	115,000	47,024	114,000	113,000	(2,000)	-1.7%	0.5%
UTIL TAX-TELEPHONE	316,759	275,000	132,810	275,000	260,000	(15,000)	-5.5%	1.3%
LEASEHOLD EXCISE	78,777	75,000	36,122	75,000	75,000	0	0.0%	0.4%
GAMBLING	69,764	70,000	22,930	70,000	70,000	0	0.0%	0.3%
TOTAL TAXES:	\$14,315,550	\$13,658,000	\$7,229,515	\$14,217,000	\$15,051,500	\$1,393,500	10.2%	73.0%
CABLE FRANCHISE	135,012	135,000	33,876	130,000	135,000	0	0.0%	0.7%
OTHER LICENSES:	425,919	400,450	379,440	524,395	410,150	9,700	2.4%	2.0%
INTERGOVERNMENT:								
FEDERAL GRANT TOTALS	15,805	10,400	3,304	699,944	8,400	(2,000)	-19.2%	0.0%
STATE GRANT TOTALS	4,761	900	1,501	1,790	500	(400)	-44.4%	0.0%
MOBILE HOME/TRAILER EXCISE	0	0	0	0	0	0		0.0%
MOTOR VEH EXCISE	0	0	0	0	0	0		0.0%
EQUALIZATION	0	0	0	0	0	0		0.0%
CITY ASSISTANCE	113,853	100,000	51,691	107,300	93,000	(7,000)	-7.0%	0.5%
LOCAL GOV'T ASSISTANCE	0	0	0	0	0	0		0.0%
MVET - CRIMINAL JUSTICE	39,157	38,000	20,090	38,400	38,400	400	1.1%	0.2%
CTED CRIMINAL JUSTICE	4,760	5,000	2,511	5,000	5,000	0	0.0%	0.0%
MARIJUANA ENFORCEMENT	13,479	0	13,479	27,200	27,500	27,500		0.1%
LIQUOR EXCISE	103,937	103,000	42,603	155,000	160,000	57,000	55.3%	0.8%
LIQUOR PROFITS	275,312	275,000	138,417	277,000	275,000	0	0.0%	1.3%
TOTAL INTERGOVT:	\$571,063	\$532,300	\$273,596	\$1,311,634	\$607,800	\$75,500	14.2%	2.9%
SERVICE CHARGES:	3,158,993	3,398,051	1,630,883	3,421,506	3,633,089	235,038	6.9%	17.6%
INTERFUND CHGS:	474,174	438,294	162,647	438,294	454,406	16,112	3.7%	2.2%
FINES:	74,222	71,000	25,689	53,000	52,500	(18,500)	-26.1%	0.3%
INVESTMENT INCOME	92,226	35,000	63,506	88,000	88,000	53,000	151.4%	0.4%
OTHER MISC.	199,403	158,000	162,099	159,060	173,300	15,300	9.7%	0.8%
TOTAL MISC:	\$291,629	\$193,000	\$225,604	247,060	\$261,300	\$68,300	35.4%	1.3%
TOTAL REVENUES:	\$19,446,561	\$18,826,095	\$9,961,249	\$20,342,889	\$20,605,745	\$1,779,650	9.5%	100.0%
BEGINNING CASH:	5,680,708	4,697,369	4,697,369	4,697,369	4,329,544	(367,825)	-7.8%	

5a A RESOLUTION FINDING A SUBSTANTIAL NEED IN GENERAL FUND

STAFF REPORT _____

QUESTIONS FROM COUNCIL ON STAFF REPORT _____

RESOLUTION NO. R-66-16

A RESOLUTION OF THE CITY OF PULLMAN, WASHINGTON, RELATED TO TAXATION, FINDING THE EXISTENCE OF A SUBSTANTIAL NEED FOR PURPOSES OF SETTING THE LIMIT FACTOR FOR THE GENERAL FUND PROPERTY TAX LEVY FOR 2017 IN ACCORDANCE WITH RCW 84.55.0101.

DISCUSSION _____

ACTION TAKEN _____

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of November 1, 2016

ACTION REQUESTED

Adopt the proposed resolution making a declaration of substantial need for purposes of setting the limit factor for the General Fund property tax levy for 2016 for collection in 2017.

BACKGROUND

The Implicit Price Deflator (IPD) was released from the Washington State Department of Revenue to the county assessors at 0.953% and property tax is limited to the lesser of 1.0% or IPD. The 2017 property tax for the proposed 2017 General Fund budget was estimated at 1.0%, so the limitation of 0.953% creates an adverse effect of \$2,744. At this City Council meeting on November 1, 2016 for the Public Hearing on 2017 preliminary budget, we reported the 2017 General Fund operating expenditures exceed the 2017 General Fund revenues. Therefore, there is a finding of the existence of a substantial need, so we recommend that you set the General Fund property tax levy for 2016 for collection in 2017 at the full 1.0%. However, adoption of the proposed resolution and subsequent certification will allow banking the difference between 1.0% and 0.953% for possible future collection due to the maximum tax levy rate.

RECOMMENDATION

Adopt the proposed resolution.

FISCAL IMPACT

Maintain the estimated property tax revenues at 1.0%.

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW

Leann L. Hubbard
Finance Director
Administration/Finance

1. RESOLUTION NO. R-66-16

<u>REVIEWED BY</u>	<u>Initial</u>	<u>Date</u>
Dep't Head	<u>LH</u>	<u>10/20/16</u>
City Supervisor	<u>MW</u>	<u>10/27/16</u>
City Attorney (as to form)	<u>lmaj</u>	<u>10/27/2016</u>

RESOLUTION NO. R-66-16

A RESOLUTION OF THE CITY OF PULLMAN, WASHINGTON, RELATED TO TAXATION, FINDING THE EXISTENCE OF A SUBSTANTIAL NEED FOR PURPOSES OF SETTING THE LIMIT FACTOR FOR THE GENERAL FUND PROPERTY TAX LEVY FOR 2017 IN ACCORDANCE WITH RCW 84.55.0101.

WHEREAS, Ch. 84.55 RCW limits the growth of regular property tax levies for the City of Pullman to the lesser of one hundred and one percent (101%) or one hundred percent (100%) plus inflation as measured by the percentage change in the implicit price deflator (IPD) for personal consumption as published annually each year by the Washington State Department of Revenue; and

WHEREAS, the Washington State Department of Revenue has announced that the change in the IPD from July 2015 to July 2016 is 0.953 percent; and

WHEREAS, the IPD of 0.953 percent results in a limit factor of 100.953 percent for the City of Pullman, meaning the regular property taxes levied in the City of Pullman in 2016 for collection in 2017 will decrease 0.047 percent from the 101 percent except for the amounts resulting from new construction and improvements to property, newly constructed wind turbines, and any increase in the value of state-assessed utility property; and

WHEREAS, the fiscal impact of the limiting IPD will be a net loss to the City of approximately \$3,366 of regular property taxes, of which approximately \$2,744 will be attributable to the General Fund Property Tax Levy; and

WHEREAS, RCW 84.55.0101 provides for the use of a limit factor of one hundred one percent (101%) or less upon a finding of substantial need by a majority plus one of the City Council members; and

WHEREAS, the City Council of the city of Pullman has determined that the city of Pullman will be unable to meet the essential needs of the City if the General Fund levy is limited to 0.953 percent;

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the city of Pullman as follows:

Section 1. There is a substantial need to increase the general fund property tax limit factor above the rate of inflation in order to serve the needs of the citizens of the city of Pullman.

Section 2. The limit factor for the City of Pullman general fund property tax levy for the tax year 2016 for collection in 2017 shall be one hundred one percent (101%).

PASSED by a majority plus one of the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2016.

SIGNED by the Mayor in Authentication and Approval Thereof on the _____ day of _____, 2016.

Mayor Glenn A. Johnson

ATTEST:

Finance Director Leann L. Hubbard

Approved as to Form:

City Attorney Laura D. McAloon

5b AN ORDINANCE FIXING A GENERAL OBLIGATIONS TAX LEVY AMOUNT

STAFF REPORT _____

QUESTIONS FROM COUNCIL ON STAFF REPORT _____

ORDINANCE NO. 16-14

AN ORDINANCE FIXING THE AMOUNT OF THE TAX LEVY FOR THE YEAR 2016 FOR COLLECTION IN 2017 TO RAISE REVENUE TO MEET ESTIMATED EXPENDITURES AND ESTABLISHING THE SPECIAL LEVY TO MEET GENERAL OBLIGATION BOND DEBT SERVICE OBLIGATIONS. _____

DISCUSSION _____

ACTION TAKEN _____

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of November 1, 2016

ACTION REQUESTED

Set property tax levies for 2016 for collection in 2017 for General Fund operating and General Obligation Bond repayment requirements.

BACKGROUND

On May 7, 2013 the City Council adopted Resolution 35-13 which submitted to the voters of the city of Pullman for their ratification or rejection a proposal to increase the permanent regular property tax to \$3.60 per \$1,000 of assessed property value. On August 6, 2013 the voters approved this measure. On August 20, 2013 the Whitman County Auditor certified this measure.

This ordinance estimates the 2016 regular property tax levy for collection in 2017 at \$5,987,641.

The excess 2016 property tax levy for collection in 2017 is estimated to provide \$284,000 for bond repayments.

RECOMMENDATION

Pass the attached Ordinance.

FISCAL IMPACT

Estimated tax revenues: \$5,987,641 General Fund, \$284,000 G.O. Bond Redemption Fund.

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW

Leann L. Hubbard
Finance Director
Administration/Finance

- 1. Ordinance No. 16- 14
- 2. Total City Property Tax Comparison

REVIEWED BY **Initial** **Date**

Dep't Head LLH 10/20/16

City Supervisor mw 10/24/16

City Attorney
(as to form) Umaj 10/27/2016

ORDINANCE NO. 16-14

AN ORDINANCE FIXING THE AMOUNT OF THE TAX LEVY FOR THE YEAR 2016 FOR COLLECTION IN 2017 TO RAISE REVENUE TO MEET ESTIMATED EXPENDITURES AND ESTABLISHING THE SPECIAL LEVY TO MEET GENERAL OBLIGATION BOND DEBT SERVICE OBLIGATIONS.

WHEREAS, the City Council of the City of Pullman has met and considered its budget for the calendar year 2017; and,

WHEREAS, the city of Pullman's actual levy amount from the previous year was \$ 5,837,810; and,

WHEREAS, the population of city of Pullman is more than 10,000; now, therefore,

THE CITY COUNCIL OF THE CITY OF PULLMAN DO HEREBY ORDAIN AS FOLLOWS:

SECTION 1: An increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2017 tax year. Increasing expenses within the City's General Fund substantiate the increase.

SECTION 2: The dollar amount of the increase over the actual levy amount from the previous year shall be \$58,378 which is a percentage increase of 1.0 percent from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of assessed property, any annexations that have occurred and refunds made. An additional increase of \$91,452 or 1.6 percent is a result from the addition of new construction and improvements to property.

SECTION 3: The levy for 2016 is \$284,000 from taxation for bond redemption and interest on general obligation bond indebtedness for the city of Pullman in 2017 and is hereby estimated at \$0.1758 per \$1,000 of assessed valuation of all real and personal property within the city of Pullman.

SECTION 4: This ordinance shall be in full force and take effect five (5) days from and after its publication, or a summary thereof is published, in the official newspaper of the city of Pullman.

PASSED by the City Council of the city of Pullman at a special meeting held on the 1st day of November, 2016.

SIGNED by the Mayor in Authentication and Approval Thereof on the
2nd day of November, 2016.

Mayor Glenn A. Johnson

ATTEST:

Finance Director Leann L. Hubbard

Approved as to Form:

City Attorney

Summary Published: _____

City of Pullman 2016 and 2017 Property Tax Collections

<u>2016 City of Pullman</u> <u>Property Tax Levy</u>	2016 Levy Rate per \$1,000	2016 Amount per \$200K Home
GO Bond	0.1763	35.27
EMS Levy	0.4987	99.74
General	3.5907	718.14

<u>2016 Metropolitan Park Dist.</u> <u>Property Tax Levy</u>	2016 Levy Rate per \$1,000	2016 Amount per \$200K Home
Metro Park District	0.3150	63.00

2016 Total City & Metro Park Dist.:	\$ 4.5807	\$ 916.14
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<u>2017 City of Pullman</u> <u>Property Tax Levy</u>	2017 Levy Rate per \$1,000	2017 Amount per \$200K Home
GO Bond	0.1758	35.16
EMS Levy	0.5000	100.00
General	3.6000	720.00

<u>2017 Metropolitan Park Dist.</u> <u>Property Tax Levy</u>	2017 Levy Rate per \$1,000	2017 Amount per \$200K Home
Metro Park District	0.3300	66.00

2017 Total City & Metro Park Dist.:	\$ 4.6058	\$ 921.16
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2017 Total Increase (Decrease) From 2016	\$ 0.0251	\$ 5.02
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6a A RESOLUTION FINDING A SUBSTANTIAL NEED FOR EMS

STAFF REPORT _____

QUESTIONS FROM COUNCIL ON STAFF REPORT _____

RESOLUTION NO. R-67-16

A RESOLUTION OF THE CITY OF PULLMAN, WASHINGTON, RELATED TO TAXATION, FINDING THE EXISTENCE OF A SUBSTANTIAL NEED FOR PURPOSES OF SETTING THE LIMIT FACTOR FOR THE EMERGENCY MEDICAL SERVICES PROPERTY TAX LEVY FOR 2017 IN ACCORDANCE WITH RCW 84.55.0101.

DISCUSSION _____

ACTION TAKEN _____

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of November 1, 2016

ACTION REQUESTED

Adopt the proposed resolution making a declaration of substantial need for purposes of setting the limit factor for the Emergency Medical Services property tax levy for 2016 for collection in 2017.

BACKGROUND

The Implicit Price Deflator (IPD) was released from the Washington State Department of Revenue to the county assessors at 0.953% and property tax is limited to the lesser of 1.0% or IPD. The 2017 property tax for the proposed 2017 General Fund budget was estimated at 1.0%, so the limitation of 0.953% creates an adverse effect of \$381. At this City Council meeting on November 1, 2016 for the Public Hearing on 2017 preliminary budget, we reported the 2017 General Fund operating expenditures exceed the 2017 General Fund revenues. Therefore, there is a finding of the existence of a substantial need, so we recommend that you set the Emergency Medical Services property tax levy for 2016 for collection in 2017 at the full 1.0%. However, adoption of the proposed resolution and subsequent certification will allow banking the difference between 1.0% and 0.953% for possible future collection due to the maximum tax levy rate.

RECOMMENDATION

Adopt the proposed resolution.

FISCAL IMPACT

Maintain the estimated property tax revenues at 1.0%.

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW

Leann L. Hubbard
Finance Director
Administration/Finance

- 1. RESOLUTION NO. R-67-16

<u>REVIEWED BY</u>	<u>Initial</u>	<u>Date</u>
Dept't Head	<u>LLH</u>	<u>10/20/16</u>
City Supervisor	<u>MW</u>	<u>10/27/16</u>
City Attorney (as to form)	<u>Cmaj</u>	<u>10/27/2016</u>

RESOLUTION NO. R-67-16

A RESOLUTION OF THE CITY OF PULLMAN, WASHINGTON, RELATED TO TAXATION, FINDING THE EXISTENCE OF A SUBSTANTIAL NEED FOR PURPOSES OF SETTING THE LIMIT FACTOR FOR THE EMERGENCY MEDICAL SERVICES PROPERTY TAX LEVY FOR 2017 IN ACCORDANCE WITH RCW 84.55.0101.

WHEREAS, Ch. 84.55 RCW limits the growth of regular property tax levies for the City of Pullman to the lesser of one hundred and one percent (101%) or one hundred percent (100%) plus inflation as measured by the percentage change in the implicit price deflator (IPD) for personal consumption as published annually each year by the Washington State Department of Revenue; and

WHEREAS, the Washington State Department of Revenue has announced that the change in the IPD from July 2015 to July 2016 is 0.953 percent; and

WHEREAS, the IPD of 0.953 percent results in a limit factor of 100.953 percent for the City of Pullman, meaning the regular property taxes levied in the City of Pullman in 2016 for collection in 2017 will decrease 0.047 percent from the 101 percent except for the amounts resulting from new construction and improvements to property, newly constructed wind turbines, and any increase in the value of state-assessed utility property; and

WHEREAS, the fiscal impact of the limiting IPD will be a net loss to the City of approximately \$3,366 of regular property taxes, of which approximately \$381 will be attributable to the Emergency Medical Services Property Tax Levy; and

WHEREAS, RCW 84.55.0101 provides for the use of a limit factor of one hundred one percent (101%) or less upon a finding of substantial need by a majority plus one of the City Council members; and

WHEREAS, the City Council of the city of Pullman has determined that the city of Pullman will be unable to meet the essential needs of the City if the Emergency Medical Services levy is limited to 0.953 percent;

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the city of Pullman as follows:

Section 1. There is a substantial need to increase the Emergency Medical Services property tax limit factor above the rate of inflation in order to serve the needs of the citizens of the city of Pullman.

Section 2. The limit factor for the City of Pullman Emergency Medical Services property tax levy for the tax year 2016, for collection in 2017 shall be one hundred one percent (101%).

PASSED by a majority plus one of the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2016.

SIGNED by the Mayor in Authentication and Approval Thereof on the _____ day of _____, 2016.

Mayor Glenn A. Johnson

ATTEST:

Finance Director Leann L. Hubbard

Approved as to Form:

City Attorney Laura D. McAloon

6b AN ORDINANCE FIXING AN EMS TAX LEVY AMOUNT

STAFF REPORT _____

QUESTIONS FROM COUNCIL ON STAFF REPORT _____

ORDINANCE NO. 16-15

AN ORDINANCE FIXING THE AMOUNT OF THE EMERGENCY MEDICAL SERVICES TAX LEVY FOR THE YEAR 2016 FOR COLLECTION IN 2017 TO RAISE REVENUE TO MEET ESTIMATED EMS EXPENDITURES. _____

DISCUSSION _____

ACTION TAKEN _____

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: November 1, 2016

ACTION REQUESTED

Set voter-approved 2016 EMS property tax levy for collection in 2017 for the General Fund.

BACKGROUND

The County Assessor advises us that the State requires that he receive a separate ordinance from the city to set the EMS Levy. This action complies with his request.

On August 6, 2013 the voters approved an increase to the permanent EMS Levy by a 68.8 percent affirmative vote. The County Auditor certified this vote on August 20, 2013. This ballot measure set the levy rate at \$0.50 per \$1,000 assessed valuation.

The Ordinance under consideration sets the 2016 property tax for collection in 2017 at approximately \$831,617.

RECOMMENDATION

Pass the attached Ordinance

FISCAL IMPACT

Estimated EMS levy revenues: \$831,617.

**SUBMITTED BY
REVIEW**

ATTACHMENTS FOR COUNCIL

Leann L. Hubbard
Finance Director
Administration/Finance

1. Ordinance No. 16 - 15

REVIEWED BY

	<u>Initial</u>	<u>Date</u>
Dep't Head	<u>LH</u>	<u>10/27/16</u>
City Supervisor	<u>MW</u>	<u>10/27/16</u>
City Attorney (as to form)	<u>maej</u>	<u>10/27/2016</u>

ORDINANCE NO. 16-15

AN ORDINANCE FIXING THE AMOUNT OF THE EMERGENCY MEDICAL SERVICES TAX LEVY FOR THE YEAR 2016 FOR COLLECTION IN 2017 TO RAISE REVENUE TO MEET ESTIMATED EMS EXPENDITURES.

WHEREAS, the City Council of the city of Pullman has met and considered its budget for the calendar year 2017, including the revenue and expenditures related to Emergency Medical Services (EMS); and,

WHEREAS, the city of Pullman's actual EMS levy amount from the previous year was \$810,807 and,

WHEREAS, the population of the city of Pullman is more than 10,000; now, therefore,

THE CITY COUNCIL OF THE CITY OF PULLMAN DO HEREBY ORDAIN AS FOLLOWS:

SECTION 1: An increase in the EMS property tax levy is hereby authorized for the levy to be collected in the 2017 tax year. Increasing EMS expenses within the City's General Fund substantiate the increase.

SECTION 2: The dollar amount of the increase over the actual EMS levy amount from the previous year shall be \$8,108 which is a percentage increase of 1.0 percent from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of assessed property, any annexations that have occurred and refunds made. Additional revenue of \$12,702, or an increase of 1.6 percent, is a result from the addition of new construction, improvements to property and any increase in the value of assessed property.

SECTION 3: This ordinance shall be in full force and take effect five (5) days from and after its publication, or a summary thereof is published, in the official newspaper of the city of Pullman.

PASSED by the City Council of the city of Pullman at a special meeting held on the 1st day November, 2016.

SIGNED by the Mayor in Authentication and Approval Thereof on
the 2nd day of November, 2016.

Mayor Glenn A. Johnson

ATTEST:

Finance Director Leann L. Hubbard

Approved as to Form:

City Attorney

Summary Published: _____

7. A RESOLUTION APPROVING A FINAL PLAT

STAFF REPORT _____

QUESTIONS FROM COUNCIL ON STAFF REPORT _____

RESOLUTION NO. R-68-16

A RESOLUTION APPROVING THE FINAL PLAT OF WHISPERING HILLS WEST
2.0, SUBDIVISION NO. 2 AND AUTHORIZING THE MAYOR AND FINANCE
DIRECTOR TO SIGN THE FINAL PLAT. _____

DISCUSSION _____

ACTION TAKEN _____

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 11/01/16

ACTION REQUESTED:

Accept the final plat of Whispering Hills West 2.0 Subdivision No. 2 and authorize the Mayor and Finance Director to sign the final plat.

BACKGROUND:

The preliminary plat for Whispering Hills West 2.0 Subdivision was for the division of approximately 17.1 acres into 59 lots. The location of this property is west of SW Golden Hills Drive and south of SW Old Wawawai Road on Sunnyside Hill. The developer is choosing to final plat this property in phases. The first phase, Whispering Hills West 2.0 Subdivision No. 1, included 11.8 acres with 35 building lots, 2 lots with public utility easements for stormwater facilities, a continuation of Panorama Drive and the beginning of two new streets, Wheat Ridge Drive and Whispering Heights Drive. The second and final phase, Whispering Hills West 2.0 Subdivision No. 2, now proposed for Council approval, includes 5.25 acres with 22 building lots, a continuation of Wheat Ridge Drive and one new short street, Canola Drive. The preliminary plat for the property was approved on March 17, 2015 by Resolution R-25-15 with 16 conditions. All applicable conditions are being satisfied with this plat and the construction of related improvements. To guarantee the construction of improvements for Whispering Hills West 2.0 Subdivision No. 2 and to appropriately warrant the maintenance of improvements, the developer has been notified of the security that will be required. A copy of that Letter of Direction is attached for reference.

RECOMMENDATION:

Adopt the attached resolution approving the final plat of Whispering Hills West 2.0 Subdivision No. 2 and authorizing the Mayor and Finance Director to sign the final plat.

FISCAL IMPACT:

BARS Code Number

SUBMITTED BY:

Name Kevin Gardes
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

- 1. Resolution No. R-68-16
- 2. Letter of Direction

REVIEWED BY:

	Initial	Date
Department Head	<u>KG</u>	<u>10-27-16</u>
City Supervisor	<u>MW</u>	<u>10/27/16</u>
City Attorney (As to Form)	<u>Wmj</u>	<u>10/27/2016</u>

RESOLUTION NO. R-68-16

A RESOLUTION APPROVING THE FINAL PLAT OF WHISPERING HILLS WEST 2.0 SUBDIVISION NO. 2 AND AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO SIGN THE FINAL PLAT.

WHEREAS, the City Council approved the preliminary plat for Whispering Hills West 2.0 Subdivision, which includes the property now proposed for platting as Whispering Hills West 2.0 Subdivision No. 2, per Council Resolution No. R-25-15; and,

WHEREAS, the City Council finds that the final plat for Whispering Hills West 2.0 Subdivision No. 2 is in conformance with the preliminary plat and that the public use and interest will be served by the proposed subdivision; and,

WHEREAS, the City director of public works has indicated that all requirements of state and local law in regards to the final plat have been met; now, therefore,

IT IS HEREBY RESOLVED by the City Council of the city of Pullman that the Final Plat of Whispering Hills West 2.0 Subdivision No. 2 attached hereto as Exhibit "A" is approved and the dedications made thereon are acceptable to the City Council.

BE IT FURTHER RESOLVED that the Mayor and finance director are hereby authorized and directed to sign the Final Plat.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2016.

DATED this _____ day of _____, 2016.

Mayor Glenn A. Johnson

ATTEST:

Finance Director Leann L. Hubbard

Approved as to Form:

City Attorney



CITY OF PULLMAN

Public Works and Planning Departments

325 S.E. Paradise Street, Pullman, WA 99163
(509) 338-3220 or (509) 338-3213 Fax (509) 338-3282
www.pullman-wa.gov

LETTER OF DIRECTION

TO: Copper Basin Construction, Inc. (Developer)
FROM: Kevin Gardes, Public Works Director (Director)
RE: Whispering Hills West 2.0 Subdivision No. 2 (Subdivision)
DATE: October 20, 2016

Prior to recording of the final plat for the Subdivision, the Developer shall provide the City of Pullman (City) security in the form of a letter of credit toward the completion of construction of all public works improvements for the Subdivision as shown on the improvement drawings for the Subdivision approved on June 15, 2016, with revisions approved on August 19, 2016. The amount of said letter of credit is to be equal to the value of public works improvements not constructed and approved as of this date, which is hereby established to be \$50,557.00. The form of the letter of credit shall be as approved by the City. The Developer shall construct all required public works improvements within a period of one year of the date of approval of the final plat, i.e., by November 1, 2017, except for sidewalks, which shall be completed within a period of three years of the date of approval of the final plat, i.e., by November 1, 2019. All public works improvements shall be constructed in conformance with the approved plans and the City of Pullman Standard Construction Specifications and Design Standards to the satisfaction of the Director. Failure to complete said public works improvements by the noted completion dates will constitute sufficient grounds for the City to foreclose on said letter of credit and to cause all remaining improvements to be completed utilizing the proceeds from said letter of credit to pay for the work. The decision of whether or not to foreclose on said letter of credit as described shall be the Director's.

On acceptance by the Director of all required public works improvements as shown on the improvement drawings for the Subdivision, with the possible exception of the sidewalks, warranty security shall be furnished to the City by Developer in the amount of 10% of the total of the estimated cost of all public works as maintenance security. The amount of said security is hereby established as \$42,650.00. The purpose of this maintenance security is to guarantee and warrant the public works improvements for a period of one year against defective workmanship and/or materials and to secure payment to all contractors and subcontractors performing work on the Subdivision improvements. If all required sidewalks are not

constructed at the time all other public works improvements are completed, performance security shall concurrently be provided to warrant the construction of said remaining sidewalks. The maintenance security and performance security, if provided, shall be cash or a bond, letter of credit, or certificate of deposit in a form acceptable to the City.

Occupancy of any structure in this development will only be allowed when, in the sole opinion of the Director, adequate infrastructure; including but not necessarily limited to water, sewer, storm drainage, electricity, natural gas, and streets; has been provided.

Modifications to the conditions contained herein, such as substituting forms or amount of security, shall be at the sole discretion of the City and shall require the prior approval of the Pullman City Council.

Acknowledged and Accepted:

Date: 10-20-16

By: 
Steve White for:
Copper Basin Construction, Inc.