



CITY OF MOSES LAKE ANNUAL BUDGET – 2025



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INTRODUCTION

Budget Overview

This budget document is used as a financial management tool and as a method of communicating the financial picture of the City of Moses Lake.

Municipal budgets often focus on the General Fund because it is the chief operating fund. The first section of this budget document focuses on the City's General Fund, starting with a budget summary and then highlighting each department. In addition to the General Fund, the City has many other funds, including streets, utilities, housing, tourism, and capital projects. The pages following the General Fund section describe each stand-alone fund. These funds are supported by specific revenue sources or by transfers-in from the General fund or other funds.

The last section of the budget document presents the City's capital budget. These are typically large projects that can span multiple years. Funding for these projects can come from multiple sources including grants, borrowing, or a spend-down of accumulated reserves. In addition to being listed separately in the capital section, the expenses anticipated for 2025 capital projects have been built into the individual fund budgets.

2025 Budget Priorities

The City has several budget priorities outlined for the development of the 2025 budget. These priorities are developed by the City Council, City Manager, and department directors.

- ***Manage and Encourage City Growth***
 - Add and revitalize infrastructure (water, sewer, transportation)
 - Merge Public Works Capital Plan with Utilities Rate Study
 - Secure adequate water resources through acquisition and efficiencies
 - Establish 2024/2025 workplan to implement water projects as a top priority. Wells, reservoirs, filtration, and other large and small projects.
 - Streamline City permitting processes
 - Contract for building plan review and Building Official as necessary
 - Set and adhere to planning deadlines
 - Promote opportunities to address housing needs and ability to increase supply
 - Implement new Development Code
 - Utilize manufacturing presence to leverage investment
 - Emphasize regional relationships with Grant County and others
 - Highlight manufacturing in Economic Development webpage
- ***Crime Reduction***
 - Actively engage and promote community policing strategies. Engage community through training and collaboration
 - Explore areas of focus for small crimes
 - Can be task force, a month of emphasis, or other
 - Add streetlights where needed. Ensure all lights are operational
 - Emphasize programs that can steer youth positively

- Highlight positive impact of Parks and Recreation Programs on youth and align goals with new programming
 - Promote youth programs offered by other agencies
 - Consider citywide youth opportunities such as policing, fire, field trips to city hall and other involvement by our young citizens.
- Address drug and transient issues
 - Opioid abatement program
 - Community Development transitional programs
- Collaborate on gang/drug initiatives
- Augment graffiti abatement efforts
 - Set deadlines for graffiti removal
 - Multi-department approach
 - Volunteer opportunities, scout badges, service clubs
- Enhance Corridors
 - Cleanup trash
 - Repair property damage in a timely manner
 - Maintain existing facilities
- ***Collaboration***
 - Align interests with County, Port, Economic Development Committee (EDC), Big Bend Community College (BBCC), Watershed Council, etc.
 - Be responsive to the public, customers and agencies - hire with customer service in mind
- ***Preserve Lake Health and Access***
 - Add infrastructure that can help the lake (sewer, stormwater)
 - Support the efforts of the Watershed Council
 - Address EPA Superfund Site
- ***City Sustainability***
 - Financial Stability
 - Maintain an ending fund balance of 15% - 25%
 - Refrain from utilizing 2024 Ending Fund Balance as revenue source for 2025 Budget. Reserve funds for Capital Outlay.
 - Utilities and infrastructure sustainability
 - Focus on long range planning to ensure sustainability of City infrastructure
- ***Address Aquifer Issue***
 - Update water communication plan. Address aquifer issue in staff work plan.
- ***Communication***
 - Increase visibility in the community
 - Utilize PIO to identify and implement a communication workplan

Financial Policy

The City of Moses Lake has an adopted financial policy. The detailed financial policies and goals can be found in the City's Financial Management Policies document, last updated by Resolution 3842 on February 9, 2021. The financial policies need additional updates and will be reviewed/revised during 2025 with input from the City's Finance Committee, City Manager and Finance Director before being formally adopted by the City Council.

Budget Process

The 2025 Budget was developed through a group effort of the City Council, City Manager, directors and staff. In early summer, the Finance Department estimates salaries and benefits position-by-position. For 2025, the city budgeted salary adjustments for non-represented staff to align with prior year increases negotiated by union contracts and adjusted retirement, medical and other benefits as needed. Supplies, services, contracts, and other obligations were also updated. At the beginning of the budget process, all one-time and capital projects are removed from the budget to focus on the operating budget. The Finance Department in conjunction with directors and staff analyzes and projects revenues for the upcoming year.

Early in September, department directors provide their operating budget requests, capital project budgets, and any other significant changes to be reviewed by the City Council and City Manager. The City Council makes recommendations on which budget requests should be included. The recommendations are incorporated into the preliminary budget and provided to City Council at the beginning of October.

During October, final adjustments are made to ensure the funds balance, and the budget is accurate. It is presented to the City Council for adoption in mid-November. Proposed expenditures for the forthcoming budget year are provided in the following table on a comparative basis with the current year's budget and previous year's actual expenditures.

Description	2023 Actual Expenditures	2024 Amended Budget	2025 Proposed Budget
General Government Services	31,937,940	37,493,680	40,705,957
Other Operations	3,906,490	6,815,116	5,275,534
Enterprise (Utility) Services	21,670,864	22,111,588	24,410,744
Internal Services	8,806,059	8,881,652	10,152,142
Capital Improvements	7,919,671	10,372,195	17,500,512
Risk Management	1,818,322	2,202,987	2,471,240
Employee Benefits	52,712	125,000	80,000
Debt Service	2,676,352	2,679,040	1,450,540
Total Appropriations:	78,788,411	90,681,258	102,046,669
Estimated Other Financing Uses:			
Transfers Out	12,899,368	14,977,295	15,183,104
Total Estimated/Uses:	91,687,778	105,658,553	117,229,773


Elected Officials & Department Heads




Mayor
 Dustin Swartz Position #2
 Term Ends: December 31, 2025




Deputy Mayor
 Judy Madewell Position #5
 Term Ends: December 31, 2025




Councilmember
 Deanna Martinez Position #1
 Term Ends: December 31, 2025




Councilmember
 Don Myers Position #3
 Term Ends: December 31, 2027



Councilmember
 Mark Fancher Position #4
 Term Ends: December 31, 2025

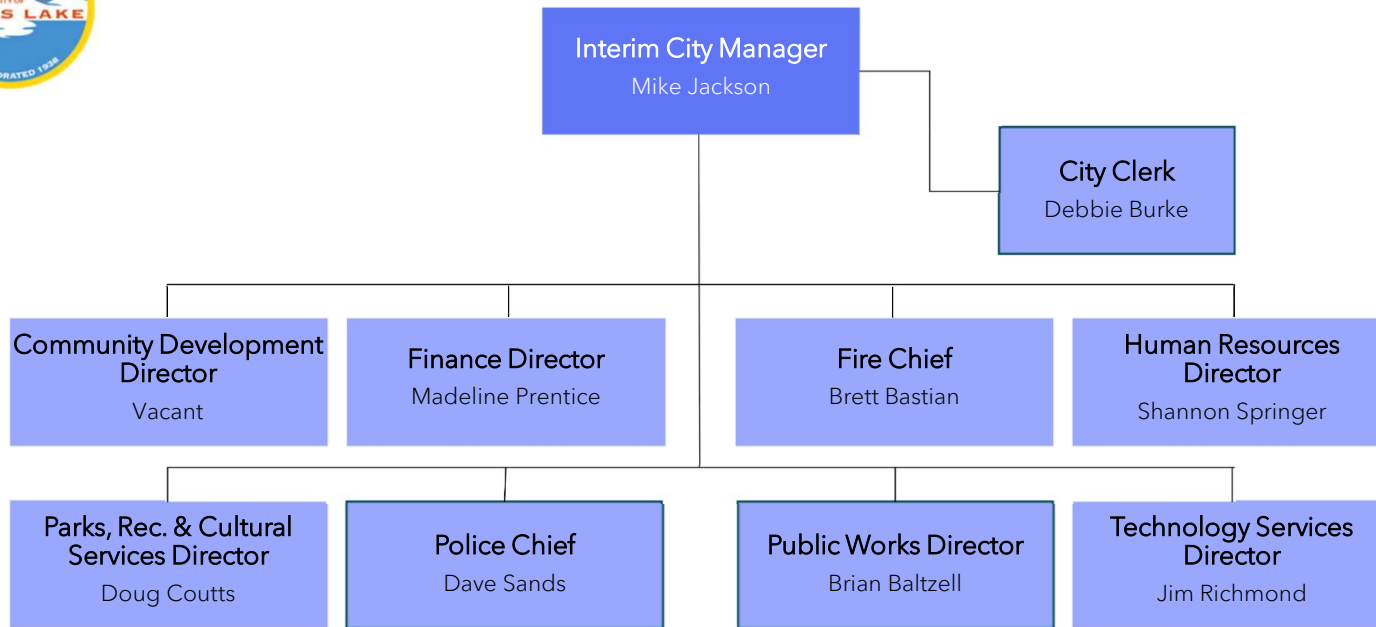


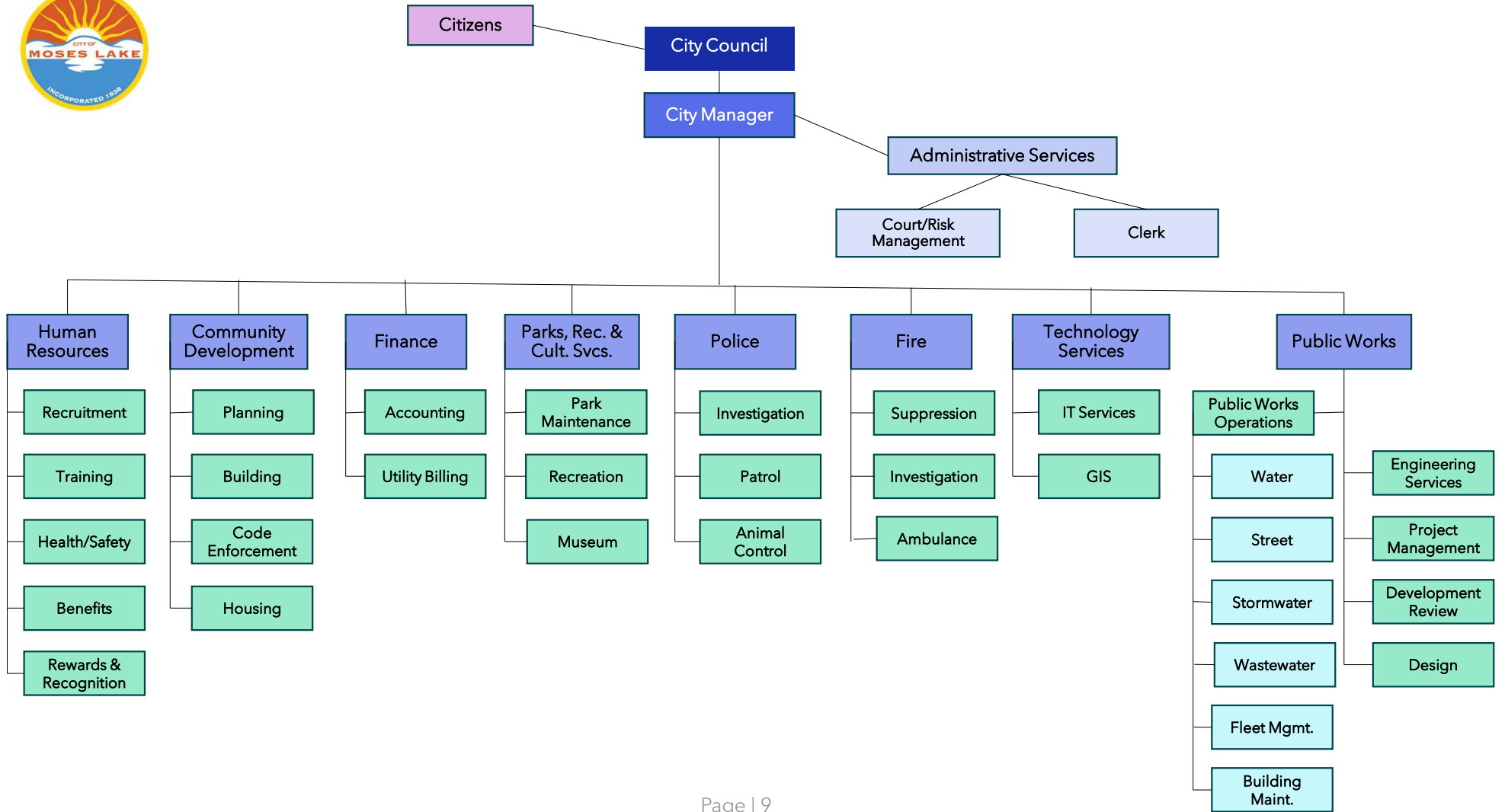
Councilmember
 Victor Lombardi Position #6
 Term Ends: December 31, 2027



Councilmember
 David Skaug Position #7
 Term Ends: December 31, 2027

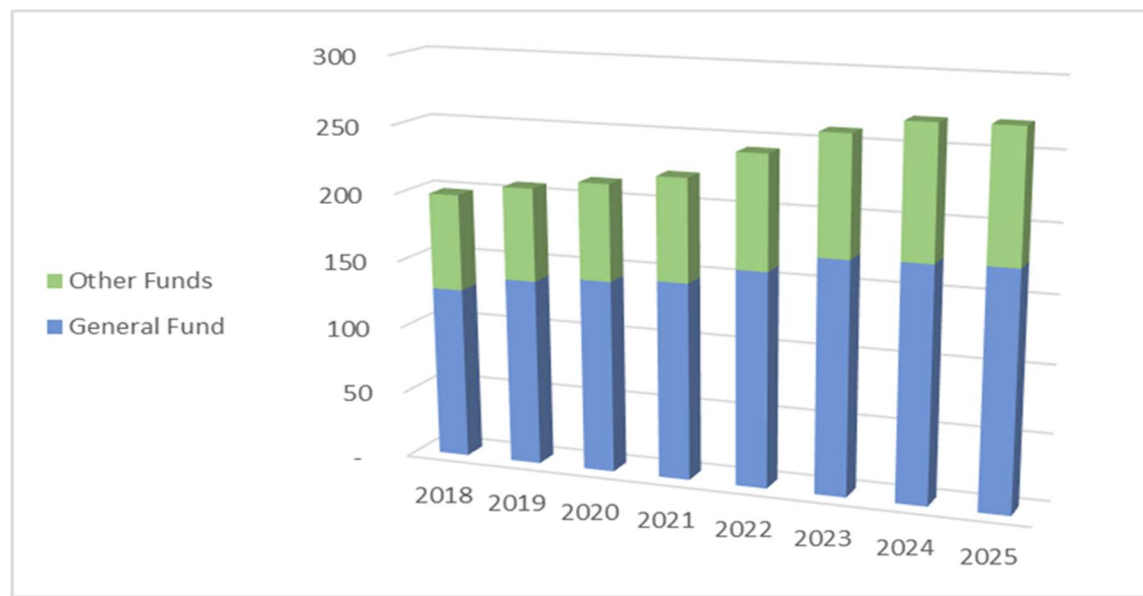
Interim City Manager	Mike Jackson
City Attorney	Katherine Kenison
Department Heads	
Vacant	Community Development Director
Madeline Prentice	Finance Director
Brett Bastian	Fire Chief
Shannon Springer	Human Resources Director
Doug Coutts	Parks, Recreation & Cultural Services Director
David Sands	Police Chief
Brian Baltzell	Public Works Director
James Richmond	Technology Services Director





Staffing Trends - Full Time Equivalents (FTE)

General Fund	2018	2019	2020	2021	2022	2023	2024	2025
City Council	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Executive	4.3	3.3	3.0	3.0	4.0	5.0	5.0	4.0
Finance/Utility Billing	6.5	13.0	13.0	13.5	13.0	14.0	8.4	8.0
Community Development	11.7	12.0	12.0	13.0	14.0	16.0	17.0	17.0
Human Resources	1.0	2.0	2.0	3.0	3.0	3.0	3.0	3.5
Engineering	16.0	14.8	15.0	15.5	17.8	16.5	16.3	15.4
Parks, Recreation & Cultural Svcs.	18.0	19.0	20.0	20.0	25.0	28.5	28.5	28.5
Police	43.0	46.0	46.0	50.0	53.0	54.0	54.0	57.0
Fire	20.0	21.6	24.5	23.5	23.8	33.8	34.4	34.9
Total General Fund	128	139	143	149	161	177.8	173.6	175.3
Parks - Seasonal staff							35.0	32.5
Streets Maintenance	6.0	6.1	7.0	8.0	9.0	9.0	7.5	7.7
Water Operations	15.9	13.9	14.0	15.0	13.2	13.7	18.1	19.7
Wastewater Operations	14.1	11.9	11.0	11.0	12.7	13.2	15.4	15.6
Stormwater Operations	4.0	4.1	4.1	4.0	4.0	4.7	5.1	5.2
Municipal Airport	0.0	0.0	0.0	0.0	0.0	-	0.3	0.3
Ambulance	13.0	14.4	15.0	16.5	20.2	20.2	20.7	20.9
Technology Services/GIS	2.0	2.0	2.0	3.0	3.0	4.0	4.0	4.0
Equipment Rental (Fleet)	5.0	5.0	7.0	7.0	7.7	8.2	7.5	7.5
Facilities Maintenance	11.0	11.0	12.0	12.0	14.4	15.4	15.9	15.5
Total City Authorized Positions	198.5	207.0	214.6	225.0	244.8	266.2	267.9	271.6
Adjusted for Council	(7.0)	(7.0)	(7.0)	(7.0)	(7.0)	(7.0)	(7.0)	(7.0)
Total All Funds	191.5	200.0	207.6	218.0	237.8	259.2	260.9	264.6



2025 Budget Ordinance 3062, Exhibit A

Fund	Fund No.	Estimated Beginning Balance	Budgeted Revenues	Budgeted Expenses	Estimated Ending Balance
General	001	11,930,573	39,538,298	43,440,347	8,028,523
Rainy Day	005	-	500,000	-	500,000
Tourism Activities	102	1,954,234	1,000,000	1,039,660	1,914,574
Grants & Donations	103	1,345,169	273,126	262,500	1,355,795
Local Fiscal Recovery (ARPA)	105	3,160,329	-	2,098,014	1,062,315
Homeless Services	110	952,017	759,074	641,950	1,069,141
Opioid Abatement	111	310,192	25,000	6,205	328,987
Public Arts Program	112	49,824	151,000	50,800	150,024
Paths & Trails	114	92,163	277,000	277,000	92,163
Street Operations	116	1,184,091	3,642,633	3,537,769	1,288,955
Streets Repair & Reconstruction	119	4,110,120	12,176,934	11,750,412	4,536,642
Transportation Benefit District	170	2,538,610	3,500,000	4,500,000	1,538,610
LOCAL Borrowing	282	1,011,632	995,740	995,740	1,011,632
GOB 2016 Refunding	286	170,625	379,000	379,000	170,625
Parks & Recreation Improvement	314	222,428	-	-	222,428
Park Mitigation Capital Projects	315	14,348	20,000	70,000	(35,652)
Community Services Center (Police Bldg.)	316	-	-	-	-
Fire Mitigation Fund	320	1,020,361	357,500	-	1,377,861
Water/Well Remediation	322	45,000	-	45,000	-
Stormwater Construction	393	-	150,000	95,000	55,000
Water Operations	411	7,745,138	10,249,332	10,241,328	7,753,141
Wastewater Operations	412	2,888,859	7,238,250	7,218,941	2,908,168
2011 Bonds Water/Sewer	450	10,304	-	-	10,304
2011 Bond Reserve	451	-	-	-	-
2004 Bonds Water/Sewer	452	5,792	-	-	5,792
2004 Bond Reserve	453	40,600	-	-	40,600
Water Rights	471	1,601,925	425,000	750,000	1,276,925
Water Capital Construction	477	2,059,061	3,300,000	3,618,250	1,740,811
Wastewater Capital Construction	478	3,093,995	1,500,000	1,171,850	3,422,145
PWTF Water/Sewer Debt Service	485	20,196	-	-	20,196
2015 GO Bond Redemption	487	9,434	75,800	75,800	9,434
Sanitation	490	2,626,241	5,688,750	5,973,390	2,341,601
Stormwater Operations	493	897,322	1,315,500	1,469,518	743,304
Municipal Airport	495	42,568	77,952	71,677	48,843
Ambulance	498	1,379,400	4,579,949	4,746,239	1,213,110
Unemployment Compensation	501	206,664	106,373	50,000	263,037
Risk Management	503	399,854	2,471,240	2,471,240	399,854
Technology Services	517	1,507,991	2,510,730	2,482,581	1,536,140
Equipment Rental (Fleet)	519	2,992,291	3,643,690	3,358,391	3,277,589
Facilities (Bldg.) Maintenance	528	2,970,730	3,463,898	4,311,170	2,123,458
Firemen's Relief & Pension	611	541,963	60,000	30,000	571,963
Total Annual Appropriation		61,152,045	110,451,769	117,229,773	54,374,040

CITY OF MOSES LAKE
2025 ANNUAL BUDGET AND ESTIMATED FUND BALANCE BY CITY FUNCTIONAL GROUPING

	BEG. FUND BAL.	REVENUES							
	1/1/2025 ESTIMATED	2021 Actual Revenues	2022 Actual Revenues	2023 Actual Revenues	2024 Actual Revenues 9/30/2024 YTD	2024 Budgeted Revenues	Forecasted Revenues @ 9/30/24	2025 Preliminary Revenues	Rev. % Chg. 2025 vs 2024 Amended
GENERAL FUND - 001									
Legislative		9,000	-	-	-	-	-	-	0.0%
Executive		15,098	230	134	56	110,000	110,075	109,789	-0.2%
Finance		438,656	476,646	376,409	2,448,991	1,043,950	2,672,779	1,539,815	47.5%
Community Development		1,322,492	1,104,954	2,227,548	1,600,376	1,312,700	2,133,835	1,390,850	6.0%
Legal		4,677	1,476	4,402	7,559	2,175	10,078	4,000	83.9%
Misc. Services		23,441,556	25,240,832	26,551,200	19,356,913	26,814,559	27,735,835	28,600,249	6.7%
Library		43,193	43,193	43,193	23,896	47,200	47,792	47,792	1.3%
Human Resources		-	-	-	111	-	148	125,000	0.0%
Engineering		8,390	235	2,762	4,353	-	5,804	206,000	0.0%
Parks, Rec & Cultural Services		1,420,238	1,722,318	1,819,876	1,706,667	1,779,350	1,890,256	1,853,730	4.2%
Police		3,267,281	3,390,594	3,308,471	2,209,419	3,253,200	2,945,892	4,306,103	32.4%
Fire		401,506	270,926	491,852	1,110,047	1,289,592	1,480,062	1,354,970	5.1%
TOTAL GENERAL FUND	\$ 11,930,573	\$ 30,372,088	\$ 32,251,403	\$ 34,825,847	\$ 28,468,388	\$ 35,652,726	\$ 39,032,557	\$ 39,538,298	10.9%
Non-Recurring Expenditures									
TOTAL GENERAL FUND (w/o Non-recur. Exp)									
Rainy Day Fund	-	-	-	-	-	-	-	500,000	0.0%
OTHER OPERATING/ENTERPRISE FUNDS									
Tourism Activities -102	1,954,234	782,306	1,173,625	1,299,743	824,983	800,000	1,099,977	1,000,000	25.0%
Grants & Donations -103	1,345,169	280,896	277,769	320,653	338,247	246,244	450,996	273,126	10.9%
Local Fiscal Recovery -105	3,160,329	3,365,063	3,365,998	-	-	-	-	-	0.0%
Homeless Services -110	952,017	1,366,747	903,547	999,849	1,188,755	2,698,302	1,585,007	759,074	-71.9%
Opioid Abatement - 111	310,192	-	33,296	17,062	259,834	17,062	259,834	25,000	46.5%
Public Arts Program - 112	49,824	-	-	49,824	-	100,000	-	151,000	51.0%
Paths & Trails - 114	92,163	12,215	11,881	12,263	6,606	12,000	7,141	277,000	2208.3%
Streets - 116	1,184,091	2,653,060	1,957,396	2,189,852	2,521,987	3,080,070	3,362,649	3,642,633	18.3%
Transportation Benefit District - 170	2,538,610	2,285,317	2,575,826	2,820,683	2,440,894	2,500,000	3,254,526	3,500,000	40.0%
Water Operating - 411	7,745,138	10,674,728	9,217,758	10,339,872	8,722,543	9,800,737	10,684,021	10,249,332	4.6%
Wastewater Operating - 412	2,888,859	6,622,581	5,896,892	6,715,549	5,272,291	7,031,950	7,029,721	7,238,250	2.9%
Sanitation -490	2,626,241	5,380,167	5,657,414	6,522,253	4,926,710	5,125,000	5,912,052	5,688,750	11.0%
Stormwater - 493	897,322	1,739,472	1,120,785	1,397,405	913,139	1,673,547	1,217,519	1,315,500	-21.4%
Airport - 495	42,568	23,688	205,079	32,168	209,995	69,834	209,995	77,952	11.6%
Ambulance - 498	1,379,400	3,604,115	3,826,126	4,437,561	3,725,507	4,555,500	4,967,342	4,579,949	0.5%
Central Svc - 517	1,507,991	1,826,749	2,179,791	2,671,680	1,451,874	1,920,810	1,935,831	2,510,730	30.7%
Equipment Rental -519	2,992,291	4,123,850	2,976,758	3,186,666	2,788,360	3,691,960	3,717,813	3,643,690	-1.3%
Build Maint -528	2,970,730	2,781,228	2,616,325	1,997,227	1,911,346	3,290,698	2,548,462	3,463,898	5.3%
TOTAL OTHER OPER./ENTERPRISE	\$ 34,637,168	\$ 47,522,181	\$ 43,996,269	\$ 45,010,311	\$ 37,503,071	\$ 46,613,714	\$ 48,242,887	\$ 48,395,884	3.8%

CITY OF MOSES LAKE
2025 ANNUAL BUDGET AND ESTIMATED FUND BALANCE BY CITY FUNCTIONAL GROUPING

	BEG. FUND BAL.	REVENUES							
	1/1/2025 ESTIMATED	2021 Actual Revenues	2022 Actual Revenues	2023 Actual Revenues	2024 Actual Revenues 9/30/2024 YTD	2024 Budgeted Revenues	Forecasted Revenues @ 9/30/24	2025 Preliminary Revenues	Rev. % Chg. 2025 vs 2024 Amended
CAPITAL IMPROVEMENT									
Street Repair/Reconst -119	4,110,120	3,847,174	4,048,978	3,922,217	2,312,262	4,250,549	3,083,017	12,176,934	186.5%
Parks & Recreation Improvement - 314	222,428	11,401,653	57,862	-	30,836	258,000	30,836	-	-100.0%
Park Mitigation Capital Proj - 315	14,348	(69,604)	2,071	3,295	18,670	-	24,893	20,000	0.0%
Community Services Center - 316	-	-	-	565,019	-	525,000	-	-	-100.0%
Fire Mitigation Fund - 320	1,020,361	-	-	87,021	429,557	-	572,743	357,500	0.0%
Water/Well Remediation - 322	45,000	-	-	2,015,287	11,969	500,000	15,959	-	-100.0%
Stormwater Construction - 393	-	-	-	-	-	-	-	150,000	0.0%
Water Rights - 471	1,601,925	287,110	950,840	358,279	21,441	500,000	28,588	425,000	-15.0%
Water Construction - 477	2,059,061	800,000	650,000	669,996	1,575,000	2,100,000	2,100,000	3,300,000	57.1%
Wastewater Construction - 478	3,093,995	750,000	3,250,000	2,499,996	1,650,000	2,200,000	2,200,000	1,500,000	-31.8%
TOTAL CAPITAL IMPROVEMENT	\$ 12,167,238	\$ 17,016,333	\$ 8,959,750	\$ 10,121,110	\$ 6,049,735	10,333,549	\$ 8,056,035	\$ 17,929,434	73.5%
RISK MGMT/EMPLOYEE BENEFIT RSVS.									
Unemployment Compensation - 501	206,664	46,307	106,999	84,996	108,000	144,000	144,000	106,373	-26.1%
Risk Management -503	399,854	873,800	1,012,000	1,522,650	2,205,784	2,165,000	2,205,784	2,471,240	14.1%
Firemen's Relief & Pension - 611	541,963	46,573	71,388	53,676	73,437	54,000	73,437	60,000	11.1%
TOTAL RISK MGMT/EMPL BENE. RSVS.	\$ 1,148,482	\$ 966,680	\$ 1,190,386	\$ 1,661,322	\$ 2,387,221	2,363,000	\$ 2,423,221	\$ 2,637,613	11.6%
DEBT SERVICE									
LOCAL Borrowing 21/22 - 282	1,011,632	914,000	1,452,500	1,008,635	695,259	994,573	994,573	995,740	0.1%
GOB 2016 Refunding-286	170,625	376,800	375,900	376,200	380,000	380,000	380,000	379,000	-0.3%
Water-Sewer 2011 Bond-450	10,304	565,000	-	-	-	-	-	-	0.0%
Bond Reserve-2011 451	-	-	-	-	-	-	-	-	0.0%
Water-Sewer 2004 Bond-452	5,792	682,000	686,248	1,224,000	1,228,500	1,228,500	1,228,500	-	-100.0%
Water-Sewer 2004 Bond Reserve-453	40,600	-	-	-	-	-	-	-	0.0%
PWTF W/S Debt Serv - 485	20,196	567,150	532,100	-	-	-	-	-	0.0%
2015 GO Bond Redempt- 487	9,434	76,000	76,000	75,408	76,000	76,000	76,000	75,800	-0.3%
TOTAL DEBT SERVICE	\$ 1,268,583	\$ 3,180,950	\$ 3,122,748	\$ 2,684,243	\$ 2,379,759	2,679,073	\$ 2,679,073	\$ 1,450,540	-45.9%
TOTAL CITY BUDGET	\$ 61,152,045	\$ 99,058,232	\$ 89,520,557	\$ 94,302,832	\$ 76,788,176	97,642,062	\$ 100,433,774	\$ 110,451,769	13.1%

CITY OF MOSES LAKE
2025 ANNUAL BUDGET AND ESTIMATED FUND BALANCE BY CITY FUNCTIONAL GROUPING

	EXPENDITURES								END. FUND BAL.	
	2021 Actual Expenditures	2022 Actual Expenditures	2023 Actual Expenditures	2024 Actual Expenses 9/30/2024 YTD	2024 Budgeted Expenses	Forecasted Expenses @ 9/30/24	2025 Preliminary Expenses	Exp. % Chg. 2025 vs 2024 Adopted	2025 Est. (Use) Gain of Fund Balance	12/31/2025 ESTIMATED
GENERAL FUND - 001										
Legislative	265,880	152,394	155,702	96,570	141,696	126,077	200,418	41.4%		
Executive	634,221	583,951	1,034,457	753,967	1,065,624	987,869	1,033,551	-3.0%		
Finance	1,193,074	1,101,459	1,091,931	1,256,142	1,926,945	1,672,162	2,175,360	12.9%		
Community Development	1,734,463	2,000,610	2,274,679	1,828,883	3,037,368	2,404,113	2,887,057	-4.9%		
Legal	195,236	203,049	235,660	191,421	300,320	255,228	352,840	17.5%		
Misc. Services	1,924,954	1,975,753	2,394,149	1,815,299	2,245,176	2,208,886	3,255,282	45.0%		
Library	63,526	68,543	61,007	48,983	67,700	64,777	68,700	1.5%		
Human Resources	339,757	541,957	575,782	452,841	607,307	595,096	790,098	30.1%		
Engineering	1,744,841	1,953,138	2,286,168	1,644,615	2,577,605	2,139,580	2,904,757	12.7%		
Parks, Rec & Cultural Services	6,634,331	7,126,912	6,997,616	6,461,348	8,214,998	8,488,526	8,693,898	5.8%		
Police	9,248,942	10,008,230	11,904,921	9,396,403	12,526,351	12,416,824	13,297,990	6.2%		
Fire	4,348,512	4,326,505	5,737,133	5,552,919	7,516,113	7,329,321	7,780,397	3.5%		
TOTAL GENERAL FUND	\$ 28,327,737	\$ 30,042,500	\$ 34,749,203	\$ 29,499,391	\$ 40,227,203	\$ 38,688,460	\$ 43,440,347	8.0%	\$ (3,902,049)	8,028,523
Non-Recurring Expenditures							1,038,006			
TOTAL GENERAL FUND (w/o Non-recur. Exp)							\$ 42,402,341	5.4%	Reserve	18.9%
Rainy Day Fund	-	-	-	-	-	-	-	0.0%	500,000	500,000
OTHER OPERATING/ENTERPRISE FUNDS										-
Tourism Activities -102	640,008	779,808	797,461	376,446	914,050	905,932	1,039,660	13.7%	(39,660)	1,914,574
Grants & Donations -103	184,755	196,359	209,909	470,475	237,500	481,754	262,500	10.5%	10,626	1,355,795
Local Fiscal Recovery -105	-	516,046	2,833,414	311,859	3,316,520	600,451	2,098,014	-36.7%	(2,098,014)	1,062,315
Homeless Services -110	1,172,558	836,840	966,542	970,752	2,862,878	1,095,584	641,950	-77.6%	117,124	1,069,141
Opioid Abatement - 111	-	-	-	-	-	-	6,205	0.0%	18,795	328,987
Public Arts Program - 112	-	-	-	-	30,000	-	50,800	69.3%	100,200	150,024
Paths & Trails - 114	4,803	996	-	23,504	11,000	31,339	277,000	2418.2%	-	92,163
Streets - 116	2,332,705	2,228,971	2,457,369	2,118,875	3,300,738	2,751,250	3,537,769	7.2%	104,864	1,288,955
Transportation Benefit District - 170	1,850,000	2,154,000	2,175,000	1,875,000	2,500,000	2,500,000	4,500,000	80.0%	(1,000,000)	1,538,610
Water Operating - 411	7,032,875	7,703,824	6,640,728	5,888,621	8,709,637	7,782,575	10,241,328	17.6%	8,004	7,753,141
Wastewater Operating - 412	5,949,308	8,771,973	7,878,407	5,324,961	7,517,567	6,985,466	7,218,941	-4.0%	19,309	2,908,168
Sanitation -490	5,006,097	5,423,286	5,966,940	3,887,161	5,372,800	5,182,882	5,973,390	11.2%	(284,640)	2,341,601
Stormwater - 493	997,534	822,044	1,298,035	907,951	1,784,832	1,199,768	1,469,518	-17.7%	(154,018)	743,304
Airport - 495	28,431	200,156	71,483	210,954	79,250	227,091	71,677	-9.6%	6,275	48,843
Ambulance - 498	3,564,272	3,913,506	4,370,171	3,359,011	4,533,704	4,434,918	4,746,239	4.7%	(166,290)	1,213,110
Central Svc - 517	2,042,882	2,100,652	2,451,663	1,228,080	1,870,575	1,627,084	2,482,581	32.7%	28,149	1,536,140
Equipment Rental -519	4,399,639	3,814,203	4,090,745	2,173,668	2,926,987	2,871,453	3,358,391	14.7%	285,299	3,277,589
Build Maint -528	2,693,866	1,828,223	2,263,651	1,662,117	4,084,090	2,182,204	4,311,170	5.6%	(847,272)	2,123,458
TOTAL OTHER OPER./ENTERPRISE	\$ 37,899,735	\$ 41,290,886	\$ 44,471,517	\$ 30,789,434	\$ 50,052,128	\$ 40,859,751	\$ 52,287,134	4.5%	\$ (3,891,250)	30,745,918

CITY OF MOSES LAKE
2025 ANNUAL BUDGET AND ESTIMATED FUND BALANCE BY CITY FUNCTIONAL GROUPING

	EXPENDITURES								END. FUND BAL.	
	2021 Actual Expenditures	2022 Actual Expenditures	2023 Actual Expenditures	2024 Actual Expenses 9/30/2024 YTD	2024 Budgeted Expenses	Forecasted Expenses @ 9/30/24	2025 Preliminary Expenses	Exp. % Chg. 2025 vs 2024 Adopted	2025 Est. (Use) Gain of Fund Balance	12/31/2025 ESTIMATED
CAPITAL IMPROVEMENT										
Street Repair/Reconst - 119	1,365,240	6,754,585	1,273,881	1,847,788	3,551,165	2,463,717	11,750,412	230.9%	426,522	4,536,642
Parks & Recreation Improvement - 314	4,538,813	6,823,339	-	321,974	269,400	392,518	-	-100.0%	-	222,428
Park Mitigation Capital Proj - 315	-	-	-	41,136	-	54,849	70,000	0.0%	(50,000)	(35,652)
Community Services Center - 316	-	-	640,675	-	515,099	-	-	-100.0%	-	-
Fire Mitigation Fund - 320	-	-	-	-	-	-	-	0.0%	357,500	1,377,861
Water/Well Remediation - 322	-	-	164,697	439,571	1,012,000	586,095	45,000	-95.6%	(45,000)	-
Stormwater Construction - 393	-	-	-	-	-	-	95,000	0.0%	55,000	55,000
Water Rights - 471	-	-	818,339	-	750,000	-	750,000	0.0%	(325,000)	1,276,925
Water Construction - 477	1,392,215	952,731	1,960,659	1,743,762	2,098,450	2,325,016	3,618,250	72.4%	(318,250)	1,740,811
Wastewater Construction - 478	1,888,223	2,110,485	3,061,421	335,585	2,176,081	447,447	1,171,850	-46.1%	328,150	3,422,145
TOTAL CAPITAL IMPROVEMENT	\$ 9,184,491	\$ 16,641,140	\$ 7,919,671	\$ 4,729,816	\$ 10,372,195	\$ 6,269,641	\$ 17,500,512	68.7%	\$ 428,922	12,596,160
RISK MGMT/EMPLOYEE BENEFIT RSVS.										
Unemployment Compensation - 501	30,831	85,788	30,707	39,444	90,000	52,592	50,000	-44.4%	56,373	263,037
Risk Management - 503	821,075	1,060,118	1,818,322	1,960,427	2,202,987	1,963,573	2,471,240	12.2%	-	399,854
Firemen's Relief & Pension - 611	35,428	34,799	22,005	17,689	35,000	23,585	30,000	-14.3%	30,000	571,963
TOTAL RISK MGMT/EMPL BENE. RSVS.	\$ 887,335	\$ 1,180,704	\$ 1,871,035	\$ 2,017,559	\$ 2,327,987	\$ 2,039,750	\$ 2,551,240	9.6%	\$ 86,373	1,234,855
DEBT SERVICE										
LOCAL Borrowing 21/22 - 282	399,787	989,824	1,000,652	695,259	994,573	967,813	995,740	0.1%	-	1,011,632
GOB 2016 Refunding-286	376,583	375,917	376,133	379,667	379,967	394,022	379,000	-0.3%	-	170,625
Water-Sewer 2011 Bond-450	551,262	-	-	-	-	-	-	0.0%	-	10,304
Bond Reserve-2011 451	-	-	-	567,600	-	567,600	-	0.0%	-	-
Water-Sewer 2004 Bond-452	650,024	639,337	1,224,350	1,228,500	1,228,500	1,228,500	-	-100.0%	-	5,792
Water-Sewer 2004 Bond Reserve-453	-	-	-	660,900	-	660,900	-	0.0%	-	40,600
PWTF W/S Debt Serv - 485	565,486	530,493	-	-	-	-	-	0.0%	-	20,196
2015 GO Bond Redempt- 487	97,378	62,913	75,217	75,933	76,000	76,033	75,800	-0.3%	-	9,434
TOTAL DEBT SERVICE	\$ 2,640,520	\$ 2,598,483	\$ 2,676,352	\$ 3,607,859	\$ 2,679,040	\$ 3,894,869	\$ 1,450,540	-45.9%	\$ -	1,268,583
TOTAL CITY BUDGET	\$ 78,939,817	\$ 91,753,712	\$ 91,687,778	\$ 70,644,060	\$ 105,658,553	\$ 91,752,471	\$ 117,229,773	11.0%	\$ (6,778,005)	54,374,040

001 – GENERAL FUND

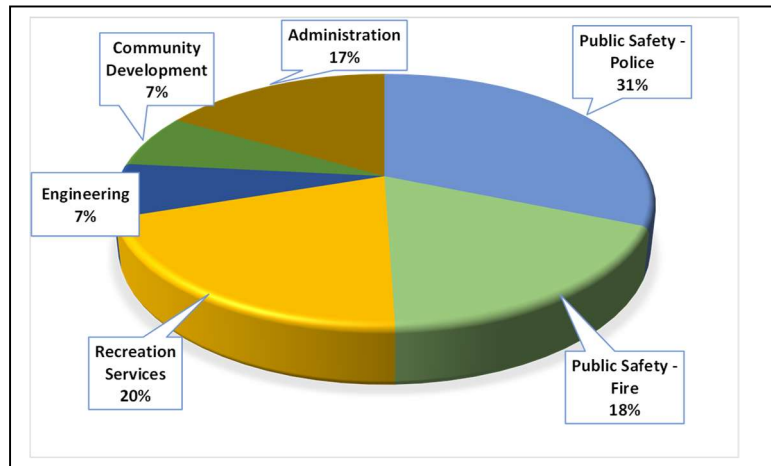
Summary

The General Fund is the principal governmental fund of the City and is used to account for all revenues and expenditures which are not accounted for in any other fund. The City monitors the General Fund budget based on recurring versus non-recurring expenses to analyze the ongoing cost of operations. For the financial sustainability of the City, recurring expenses should not be balanced with non-recurring revenues. However, the 2025 budget is utilizing \$3,402,049 of 2024 ending fund balance. This use of fund balance includes a \$500,000 transfer to the Rainy-Day Fund to begin building up a reserve to help withstand minor economic downturns or fund capital projects. It also includes a \$1,900,000 transfer to Street Operations and \$1,038,006 in non-recurring expenses as detailed on page 18.

The 2025 budget is presented with 77% of General Fund’s recurring revenues coming from property taxes, sales taxes, and utility taxes. Recurring revenues of the General Fund pay for the ongoing services provided to the citizens of Moses Lake. The salary and benefits of City employees account for 64% of the General Fund’s recurring expenditures.

The General Fund provides the following ongoing services:

- Public safety includes police, animal control and fire.
- Engineering includes funding for all engineering services.
- Recreation Services includes recreation programs, swimming pool, parks ground maintenance, and museum activities.
- Community Development includes building safety, planning and development.
- Administration provides general services to city departments and citizens and includes functions such as City Council, Executive, City Clerk, Human Resources, Finance, City Attorney, Miscellaneous Services and Library operations support.



Noteworthy General Fund budget matters:

- Effective January 1, 2025, wages include a 2.6% COLA increase and step increases for eligible employees as prescribed in union agreements. Non-represented employee wages include increases to move to a new 5-step wage scale and a revised longevity table. Medical benefits are expected to increase by 7.3%.
- Overall, property taxes were increased by 8.91%. The increase is the result of the 1% levy limit, new construction, refund levies, and using \$422,000 of banked capacity.

Very few new budget requests were approved for the 2025 budget. New staffing requests were approved for three new police officers, as requested by Council. A part-time, temporary position is included for both Human Resources and Finance to assist with the implementation of the new ERP software system. Lobbyist services were added at the request of Council and funds for a Fire/Ambulance feasibility are also included.

Human Resources and Finance include funds for the implementation of the new ERP system as approved by Council in 2024. The costs for the ERP implementation and the part-time, temporary staff will be covered by ARPA funds. The Parks and Recreation budget includes funding for pool heater replacements, pickleball court painting and a Sister City project. The Police Department budget includes funds to purchase new training equipment, and the Fire Department is anticipating retirement of an employee in 2025, and funds have been included in the budget for accrued leave payouts. The Miscellaneous General Government fund includes the transfer of \$1.9 million to the Street Operations fund. This is the same amount that was transferred in 2024 in support of Street Operations.

General Fund Revenue and Expense Summary

REVENUES	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget	25/24 Change
Property Tax	7,899,047	8,482,243	9,133,089	9,520,500	10,220,500	7.4%
Sales tax	9,721,190	10,718,921	11,274,068	11,000,000	11,700,000	6.4%
Criminal justice sales tax	1,416,209	1,679,634	2,079,737	1,750,000	2,000,000	14.3%
Utility tax	3,469,168	3,314,180	3,639,849	3,786,500	4,238,300	11.9%
Other tax	302,084	346,445	359,856	333,000	368,000	10.5%
Building/planning permits	1,244,432	1,086,365	2,224,212	1,255,200	1,390,850	10.8%
Licenses	282,363	318,446	396,571	249,000	365,500	46.8%
Intergovernmental	504,435	544,730	431,998	460,175	450,000	-2.2%
Grants - one-time	518,901	441,318	416,969	1,458,092	2,615,842	79.4%
Liquor/Marijuana excise tax	442,983	470,135	470,323	452,384	467,085	3.2%
Interfund charges for services	1,500,351	1,536,565	1,241,280	1,614,375	1,755,804	8.8%
Recreation services	1,047,775	1,435,064	1,591,948	1,551,700	1,555,850	0.3%
Other charges for services	471,795	421,526	644,641	435,400	778,792	78.9%
Court fines & penalties	1,030,324	908,953	173,502	707,000	704,500	-0.4%
Utility payment in lieu of tax	81,000	267,500	327,200	271,000	284,550	5.0%
Interest	12,921	20,262	67,012	220,750	271,500	23.0%
Miscellaneous - recurring	154,716	195,136	258,638	207,650	206,900	-0.4%
Miscellaneous - one-time	272,394	63,980	94,953	380,000	50,000	-86.8%
TOTAL REVENUES	30,372,088	32,251,403	34,825,847	35,652,726	39,423,973	10.6%

EXPENSES	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget	25/24 Change
Legislative	265,880	152,394	155,702	126,077	140,418	11.4%
Executive	634,221	583,951	1,034,457	987,869	958,551	-3.0%
Finance	1,193,074	1,101,459	1,091,931	1,505,138	1,611,035	7.0%
Community Development	1,734,463	2,000,610	2,274,679	2,191,113	2,887,057	31.8%
Legal	195,236	203,049	235,660	255,228	352,840	38.2%
Misc. Services	1,924,954	1,975,753	2,394,149	2,208,886	3,255,282	47.4%
Library	63,526	68,543	61,007	64,777	68,700	6.1%
Human Resources	339,757	541,957	575,782	536,834	630,417	17.4%
Engineering	1,744,841	1,953,138	2,286,168	2,079,580	2,904,757	39.7%
Parks, Rec & Cultural Services	6,634,331	7,126,912	6,997,616	8,435,526	8,613,898	2.1%
Police	9,248,942	10,008,230	11,904,921	12,411,456	13,277,990	7.0%
Fire	4,348,512	4,326,505	5,737,133	7,251,176	7,701,397	6.2%
Non-Recurring				634,799	1,038,006	63.5%
TOTAL EXPENSES	28,327,737	30,042,500	34,749,203	38,688,460	43,440,347	12.3%

General Fund non-recurring expenses are \$1,038,005 and are shown below.

General Fund - Non-recurring expense		
Department	Amount	Description
Legislative	60,000	Lobbyist services
Executive	75,000	Fire/Ambulance Feasibility Study
Finance	425,000	ERP Software implementation costs
Finance	64,325	Temporary help for ERP software implementation
Finance	75,000	Additional audit costs
Human Resources	125,000	ERP Software implementation costs
Human Resources	30,681	Temporary help for ERP software implementation
Human Resources	4,000	Conf. room setup (TV, computer, chairs)
Parks, Rec. & Cult. Svcs.	55,000	Pool heater replacements
Parks, Rec. & Cult. Svcs.	15,000	Sister City project
Parks, Rec. & Cult. Svcs.	10,000	Pickleball court painting
Police	20,000	Training Equipment
Fire	79,000	Accrued leave payout for retiring employee
TOTAL NON-RECURRING	1,038,006	

CITY COUNCIL (LEGISLATIVE)**GENERAL FUND 001-001**

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 themselves to serve for two years.

The City Council 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. With the advice and assistance of the appointed City Manager, the Council analyzes proposals to meet the 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.

Accomplishments – 2024***Council Priorities***

Developed 2025 Balanced Budget. Established a \$500k Rainy Day Fund. ***City Sustainability/Financial Stability***

Filled or recruiting for key positions of City Manager, Community Development Director, Fire Chief, Building Official. ***Collaboration/Customer Service***

Adopted regulations for excessive water usage tiered rates, a proposed Tax Increment Finance project, new Unified Development Code. ***Address Aquifer Issue, Encourage Growth***

Adopted Resolution to approve the updated Wastewater System Plan. ***Utility Sustainability***

Committed to assist funding for a new Animal Outreach Shelter Facility. ***Collaboration***

Completed Interlocal Agreements with One Washington Consultant to establish process to expend the Opioid Settlement funding. ***Crime Reduction***

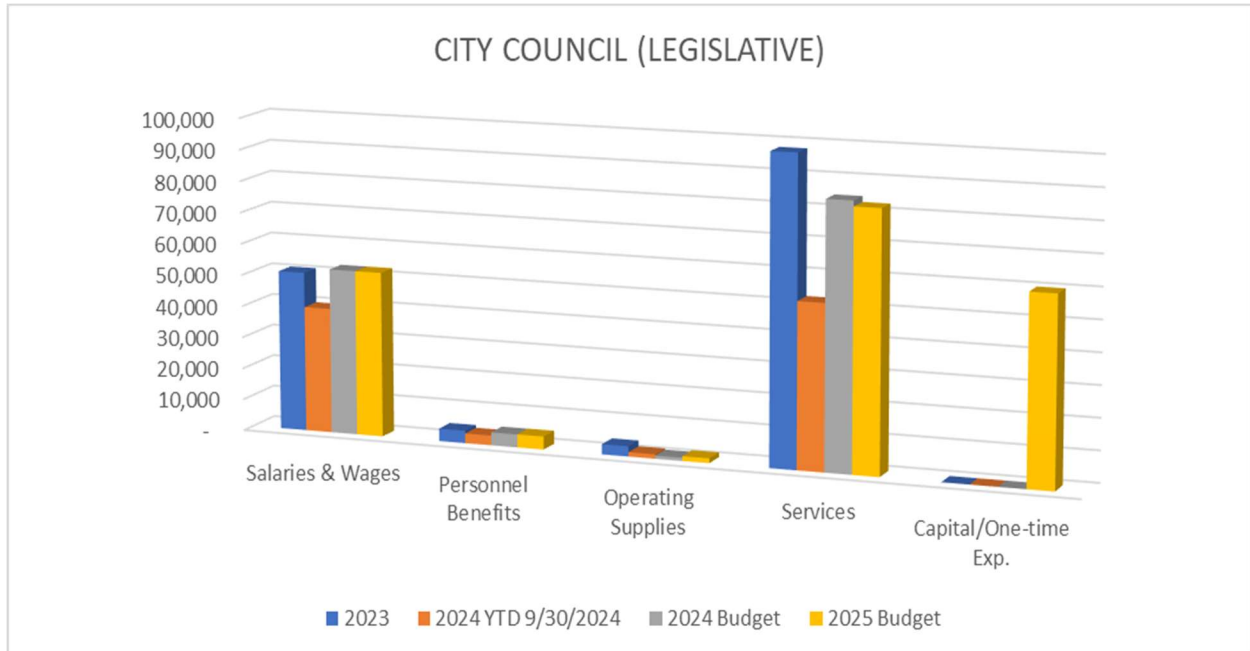
Engaged with Grant County Planning staff and other Grant County Cities to update the Planned Growth and Water Utility Plans. ***Collaboration***

Attends regular meetings of regional groups: Grant County Economic Development Council, Port of Moses Lake, Association of Grant County Cities and Towns, Grant Transit Authority, Grant County Board of Health, Grant County Solid Waste Advisory Board, and Moses Lake Watershed Council. ***Collaboration***

Goals - 2025***Council Priorities***

The 2025 Council priorities are outlined in the 2025 Budget Priorities on pages 4 and 5 of this document.

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries/Wages	50,806	49,885	47,116	50,700	39,706	52,350	52,350	0.0%
Personnel Benefits	4,028	4,299	3,654	3,956	3,092	4,126	4,148	0.5%
Operating Supplies	870	621	12,967	3,209	1,367	1,000	1,500	50.0%
Services	301,786	211,075	88,657	97,837	52,406	84,220	82,420	-2.1%
Total Operating Expenses	357,490	265,880	152,394	155,702	96,570	141,696	140,418	-0.9%
One-time Expenditures (not included above)								
Lobbyist services	-	-	-	-	-	-	60,000	0.0%
Total Expenditures Requested	357,490	265,880	152,394	155,702	96,570	141,696	200,418	41.4%
Elected Council Positions	7	7	7	7	7	7	7	



2025 Budget Notes: Council requested funding for a lobbyist to be included in the 2025 budget. Staff recommends an RFP/RFQ be issued for this service, but until a quote can be obtained, has estimated the cost at \$60k in 2025.

CITY ADMINISTRATION (EXECUTIVE)**GENERAL FUND 001-002**

The City of Moses Lake is operated under a Council-Manager form of government and is managed by an appointed City Manager. 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, 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.

Accomplishments - 2024***Council Priorities***

Developed 2025 Balanced Budget, established \$500k Rainy Day Fund, and achieved 16% ending fund balance. ***City Sustainability/Financial Stability***

Strengthened communication between staff and City Council. Providing detailed advanced agenda, increased presentations of topics of interest, information items, "two touch" rule on council agenda items when possible. ***Communication***

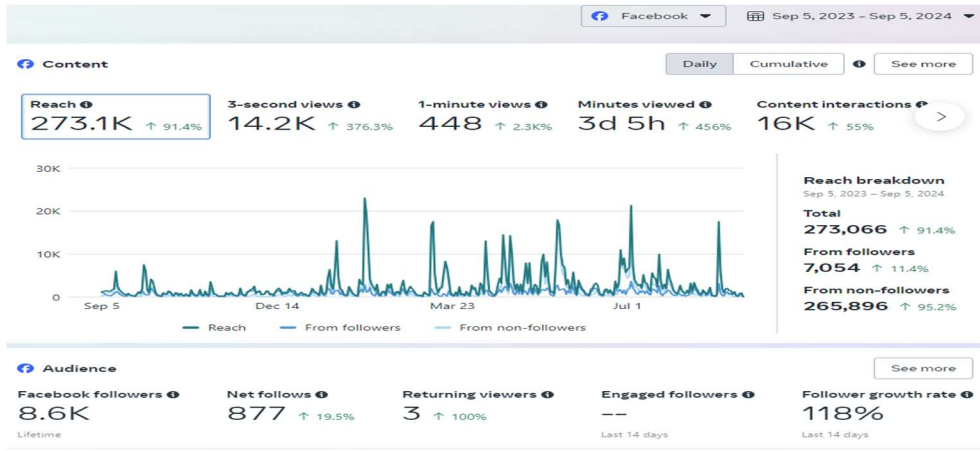
Filled or recruiting for the key positions of City Manager, Community Development Director, Fire Chief, Building Official. ***Collaboration/Customer Service***

In conjunction with Federal Lobbyist the City secured \$1.5 million in grant funding toward planning for surface water treatment plant. 50% completion on Water Communication plan. ***Address Aquifer Issue***

Increased commitment to City Website maintenance and updates to Request Tracker for Citizen action requests. ***Communication***

Started a quarterly newsletter to inform the public about major City initiatives such as water conservation. Each edition reaches 295,000 viewers from placement on the City website and Facebook page. Increased the reach on the Moses Lake Municipal Government Facebook page by 91 percent (273,000 viewers) and 19 percent (877) more net followers. ***Communication.***

Worked with outdoors social media influencer Dave Graybill (The Fishin' Magician) to educate and inform tourists about fishing opportunities with video. ***Communication/Tourism Promotion.***



Goals - 2025

Council Priorities

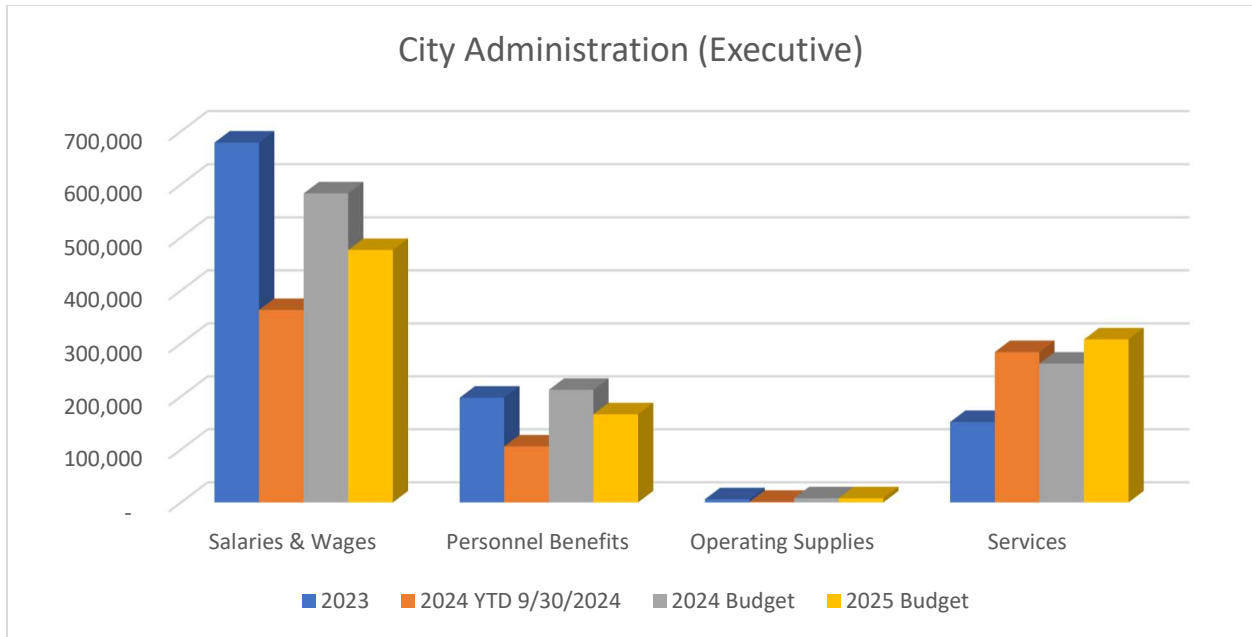
Funding is proposed for a Feasibility Study to form a Regional Fire Authority for Fire and Rescue (Ambulance) Services. This is a long-range plan that potentially could involve several jurisdictions and serve a large geographic area. The budget impact for this study is estimated to be a one-time cost of \$75,000. **City Sustainability/Financial Stability**

Identify/establish sources of revenue such as traffic mitigation fees, utility connection fees and “late comer” agreements for sustainability of city road and utility infrastructure. This involves identifying fees already in place and supplementing as needed to support long-term sustainability. **Manage and Encourage City Growth, City Sustainability**

Ensure that development is paying for development with a focus on long term sustainability of water, sewer, stormwater resources and transportation impacts. **Manage and Encourage City Growth, City Sustainability**

Promote Transportation Benefit District (TBD) funding on street projects completed or in progress throughout the city. **Manage and Encourage City Growth, City Sustainability, Communication**

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	327,956	323,794	340,643	678,800	363,243	582,965	476,260	-18.3%
Personnel Benefits	135,890	132,578	136,347	197,665	105,752	212,503	166,498	-21.6%
Operating Supplies	7,479	12,704	9,318	6,087	1,143	8,000	8,000	0.0%
Services	394,280	165,145	97,642	151,904	283,828	262,156	307,793	17.4%
Total Operating Expenses	865,604	634,221	583,951	1,034,457	753,967	1,065,624	958,551	-10.0%
One-time Expenditures (not included above)								
Services - Fire/Ambulance Feasibility Study						-	75,000	0.0%
Total Expenditures Requested	865,604	634,221	583,951	1,034,457	753,967	1,065,624	1,033,551	-3.0%
Staffing FTE	3	3	4	5	4	5	4	



2025 Budget Notes: The 2024 budget included funding for an Assistant City Manager position that was not filled. The 2025 budget does not include funding for this position resulting in decreases in salaries/wages and personnel benefits which contribute to the operating expense decrease of 10.0% and an overall decrease in the 2025 budget of 3.0% over the 2024 budget.

FINANCE**GENERAL FUND 001-003**

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.

Accomplishments – 2024***Council Priorities***

Converting financial reports from GAAP to Cash basis, which will result in decreased audit fees and reliance on 3rd party software and consultants. The 2021 Financial Statements audit by the State Auditor's Office will be completed by November 2024. We will schedule the 2022 audit as soon as possible after the 2021 audit is completed, but this is dependent on the State Auditor's schedule and availability. The 2021 – 2023 Accountability audit is currently in progress. ***City Sustainability/Financial Stability***

We are in the process of moving the City's banking services to a new banking provider for improved services. ***City Sustainability/Financial Stability***

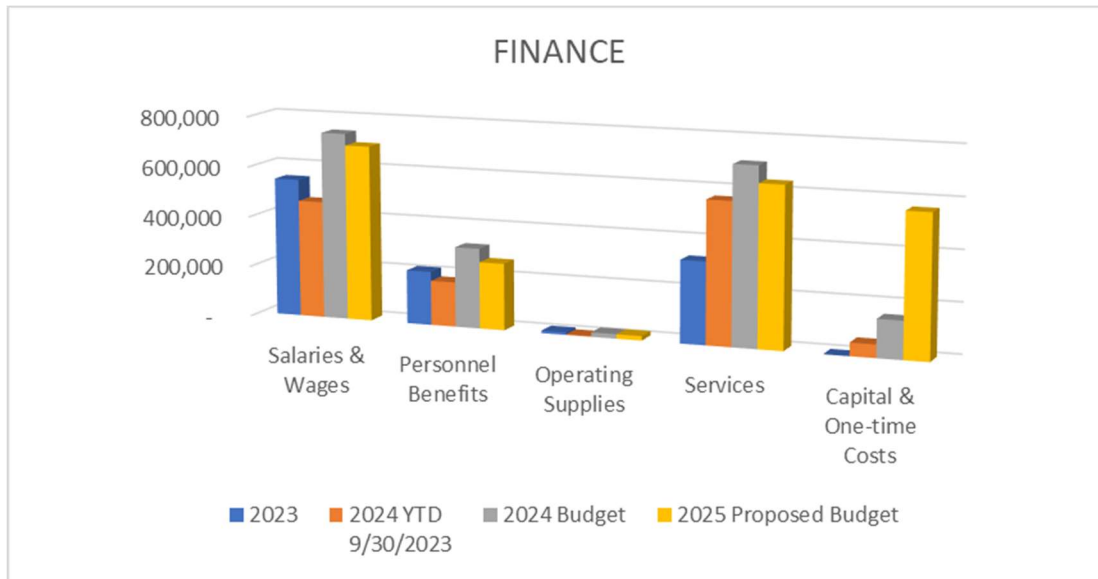
We have begun implementation of a new financial ERP system, which will provide us the ability to report financial data more quickly and accurately. This will reduce reliance on consultants for assistance with financial statement reporting and use of a 3rd party software. ***City Sustainability/Financial Stability***

Goals - 2025***Council Priorities***

Barring unforeseen circumstances, the financials module of the new ERP system will be implemented by mid-year 2025, which will provide us the ability to report financial results timelier and more frequently than we are able to currently due to the manual effort required to produce them. The new system also has a budget package, which will enable us to produce a 5-year strategic plan and give us the ability to do "what-if" analysis and quickly model different scenarios as circumstances change. ***City Sustainability/Financial Stability***

We are working to catch up and bring current our financial statement audits. This is largely dependent on the schedule and availability of the State Auditor's Office. Once we have completed the 2022 audit, it should take significantly less time and cost to complete the 2023 and 2024 audits, as the 2022 audit will be the conversion year from GAAP to Cash Basis reporting. ***City Sustainability/Financial Stability***

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	523,023	526,120	499,906	546,018	462,218	739,735	694,220	-6.2%
Personnel Benefits	220,499	194,704	192,447	211,356	176,046	315,887	263,158	-16.7%
Operating Supplies	9,339	6,962	4,796	9,864	2,746	17,500	17,500	0.0%
Services	451,106	465,288	404,310	324,693	562,816	703,823	636,157	-9.6%
Total Operating Expenses	1,203,967	1,193,074	1,101,459	1,091,931	1,203,826	1,776,945	1,611,035	-9.3%
Capital Outlay & One-time Expenditures (not included above)								
One-Time Expenditures	-	-	-	-	-	-	139,325	0.0%
Capital Outlay - ERP Syst. Impl.	-	-	-	-	52,316	150,000	425,000	183.3%
Total Expenditures Requested	1,203,967	1,193,074	1,101,459	1,091,931	1,256,142	1,926,945	2,175,360	12.9%
Staffing FTE	13	13.5	13	14	7.25	8.4	8.0	



2025 Budget Notes: The budget includes the addition of a part-time, temporary staff position to back-fill full-time staff working on the new ERP system implementation. This position will work no more than 30 hours per week to keep up on the day-to-day tasks of staff assigned to the implementation and is estimated to impact the budget by \$65,000. The Financial Analyst position that we had budgeted has been cut to enable us to hire the temporary position, thereby reducing the budget by \$136,000.

We have included \$425,000 in the Finance budget for the system implementation. This coupled with the \$125,000 budgeted in Human Resources should be sufficient to implement the Financials and HRM modules in 2025, as well as begin the implementation of the Utility billing modules, which is scheduled to start in July 2025. The system implementation costs, and the temporary staffing costs will be funded with unobligated ARPA funds for 2024 – 2026.

Operationally, we reduced the 2025 budget by 9.3% by removing the funding for the Financial Analyst position and additional audit costs for a GAAP audit and adding in the Temporary Accountant position which are non-recurring expenses. Adding in the one-time costs for implementation of the new system and the temporary help results in exceeding the 2024 budget by 12.9%.

COMMUNITY DEVELOPMENT

GENERAL FUND 001-004

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 five divisions:

The Building division regulates all aspects of residential, multi-family, commercial, industrial, and public buildings activity including new and remodeled construction.

The Planning division works with the community to establish long range planning goals and objectives, and processes land use actions such as subdivisions, annexations, conditional use permits and shoreline permits.

The Code Enforcement division ensures that nuisances such as weeds, abandoned vehicles and graffiti are cleaned up 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.

The Housing and Homelessness 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.

The Development Review Program manages and provides oversight during the technical review process of public works infrastructure projects and outside development proposals. The Development Review Program Manager places emphasis on facilitating open communication and effective collaboration between all reviewing City departments and outside agencies with a goal aimed at providing a consistent, fair, and streamlined review process.

Accomplishments - 2024

Council Priorities

Updated the City's Shoreline Master Program. This update changed the approving body from the Planning Commission to the Hearing Examiner. ***Streamline City permitting processes***

The City contracted with CWA to assist in building plan review. ***Streamline City permitting processes***

Hired a Development Review Manager to improve the civil plan review applications and coordinate between Community Development and Public Works. ***Streamline City permitting processes***

The unified development code final was adopted after the formal public hearing process. The Planning Commission held its public hearing on September 9 and forwarded a recommendation for approval to the City Council, which held a public hearing on September 24 and approved the unified development code. ***Promote opportunities to address housing needs and ability to increase supply***

Developed networking opportunities with social service providers to expand resource opportunities at the Sleep Center. ***Crime Reduction, Address drug and transient issues***

Continued operation and prepared for possible upgrades to the Sleep Center. ***Crime Reduction, Address drug and transient issues***

Achieved a 90% compliance rate for graffiti removal. **Augment graffiti abatement efforts**

Contacted local organizations and businesses to help with graffiti removal. **Augment graffiti abatement efforts**

Recruited volunteers to assist with graffiti removal. **Augment graffiti abatement efforts**

Began coordination with Grant County Planning to update County-Wide Planning Policies and the Coordinated Water System Plan. **Collaboration, Align interests with County, Port, EDC, BBCC, and Watershed Council, etc.**

Goals - 2025

Council Priorities

Discover avenues to ensure our customers possess the knowledge needed to navigate the portal for specific permit types through enhancement of specific informational bulletins:

- Create more detailed information for customers regarding specific permit types such as, but not limited to, fences, demo permits, commercial and residential project permits. Remove generic information and use a more detailed checklist approach to document submittals. **Manage and Encourage City Growth, Streamline City Permitting Processes**
- SB 5290, “Local Project Review Act” revising RCW 36.70B as it relates to coordination of turn-around times for project review. **Manage and Encourage City Growth, Streamline City Permitting Processes**
- Complete a land use inventory in house in preparation for the 2027 Comprehensive Plan update. **Manage and Encourage City Growth, Streamline City Permitting Processes**

Continue coordination efforts with Grant County Planning to address the County Wide Planning Policies and the Coordinated Water System Plan. **Collaboration**

Continue to identify problems areas and quickly respond to abatement of graffiti. **Crime Reduction, Augment graffiti abatement efforts**

Work with community businesses and citizens to coordinate removal efforts through the use and education of youth organizations and other interested groups and agencies. **Crime Reduction, Augment graffiti abatement efforts**

Coordinate the donation of paint and supplies with local vendors. **Crime Reduction, Augment graffiti abatement efforts**

Publicize the proactive efforts so there are more “eyes on the streets” to ensuring timely reporting and

Continue to provide services at the Sleep Center and network with local agencies to connect clients with resources and services. **Support programs to find solutions to housing shortages**

Support a balanced budget approach for the community development planning and building-safety programs budgets by evaluating current fee structure. **City Sustainability - Financial Stability**

- Bring forth recommendations to the Council related to consistent cost recovery and budget balance. **City Sustainability - Financial Stability**
- Identify unfunded mandates related to regulatory process handed to the city by the state’s adoption of new regulatory processes. **City Sustainability - Financial Stability**

Ensure that development is paying for development with a focus on long term sustainability of water, sewer, stormwater and transportation impacts. **City Sustainability - Financial Stability**

Cost analysis of consultants vs. staff performing the work of commercial plan review. **Staffing and Personnel, Evaluate staffing levels and use of consultants for outside plan review**

- Identifies deficiencies in expenditures vs. budget balance.

Train up staffing to ensure proficiency in commercial; plan review, keeping more budget dollar in-house while maintaining customer service levels. **Staffing and Personnel, Evaluate staffing levels and use of consultants for outside plan review**

Fill personnel vacancies within the Department including Senior Planner for Current Planning, and Community Development Director. **Staffing and Personnel, Evaluate staffing levels and use of consultants for outside plan review**

This coincides with financial stability in that there is a need to review current fee structures and evaluate budget to actual expenditures identifying any deficiencies and adjusting accordingly. Council would need to be consulted related to identifying a cost recovery that is in line with the Council's desire to balance growth and support continued development. **City Sustainability - Financial Stability**

Evaluate program training and levels of expertise. **Staffing and Personnel**

Continue to train and develop plan review staff on the use of the Portal, Bluebeam electronic applications and review. **Staffing and Personnel**

Ensure appropriate levels of customer service presence and delivery at the counter. **Staffing and Personnel, Streamline City Permitting Processes**

Identify ways to continually improve the portal experience, educational video/s, social media or other venues. **Streamline City Permitting Processes**

Implement an evaluation of coordination of interdepartmental approvals identifying process improvements. **Streamline City Permitting Processes**

Create numerous modern handouts related to permitting and code-related subjects. **Streamline City Permitting Processes**

Work with administrative staff to coordinate accurate and complete project submittal and upload of project documents. **Streamline City Permitting Processes**

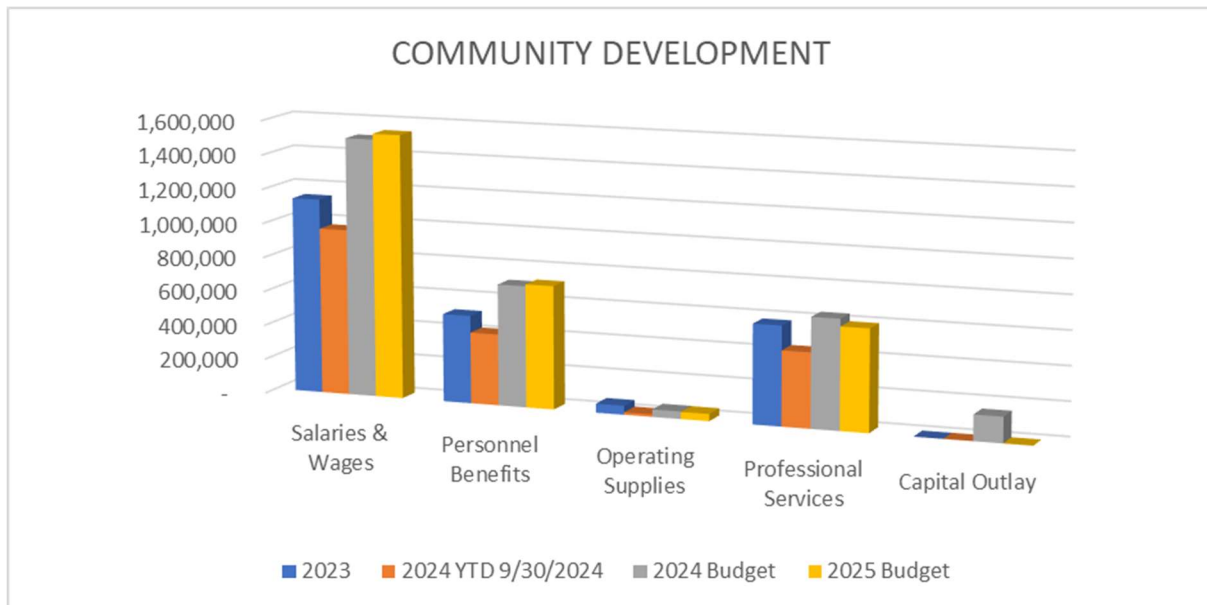
Continue to close the gap of paper submittals encouraging the use of the portal to a target of 100% electronic system of submittal and review. (Staff training, customer training) getting to know the new and letting go of the old. **Streamline City Permitting Processes**

Implement a streamlined special inspection process including revision of the special inspection process form required by the International Building Code. **Streamline City Permitting Processes**

Evaluate the need for revisions to the Moses Lake Municipal Code Chapter 16. **Manage and Encourage City Growth**

Enhance the Code Enforcement Program through public education, outreach and website info. **Communication**

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	796,427	830,473	902,772	1,135,937	965,885	1,503,317	1,537,010	2.2%
Personnel Benefits	366,149	364,981	422,538	510,807	413,623	704,779	715,815	1.6%
Operating Supplies	19,066	22,557	38,544	52,153	14,113	42,900	41,300	-3.7%
Services	459,318	516,452	636,757	575,782	435,261	636,372	592,932	-6.8%
Total Operating Expenses	1,640,960	1,734,463	2,000,610	2,274,679	1,828,883	2,887,368	2,887,057	0.0%
Capital Outlay & One-time Expenditures (not included above)								
Capital Outlay - Permitting Software	-	-	-	-	-	150,000	-	-100.0%
Total Expenditures Requested	1,640,960	1,734,463	2,000,610	2,274,679	1,828,883	3,037,368	2,887,057	-4.9%
Staffing FTE	12	13	14	16	17	17	17	



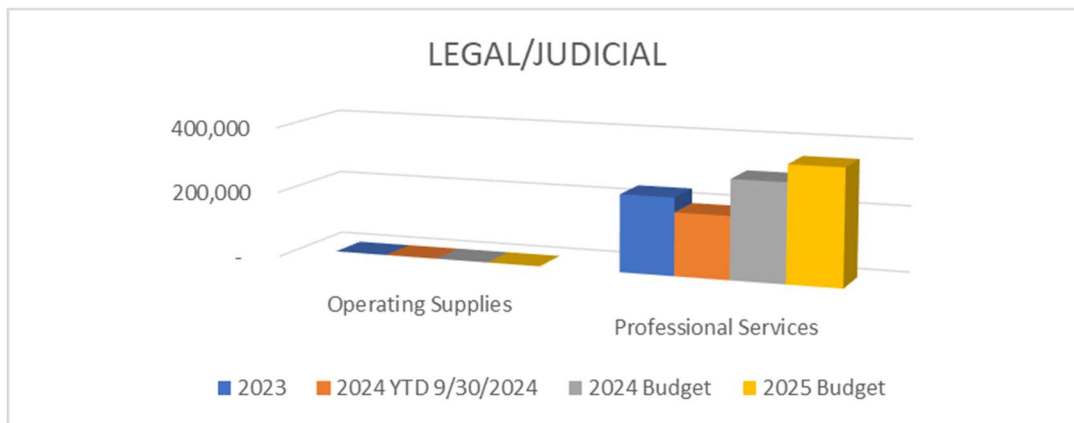
2025 Budget Notes: A request for an Administrative Assistant position in 2025 has been denied. Staffing in Community Development will remain the same as 2024.

LEGAL/JUDICIAL

GENERAL FUND 001-005

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 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Operating Supplies	-	-	179	-	-	100	100	0.0%
Services	211,192	195,236	202,870	235,660	191,421	300,220	352,740	17.5%
Total Expenses	211,192	195,236	203,049	235,660	191,421	300,320	352,840	17.5%



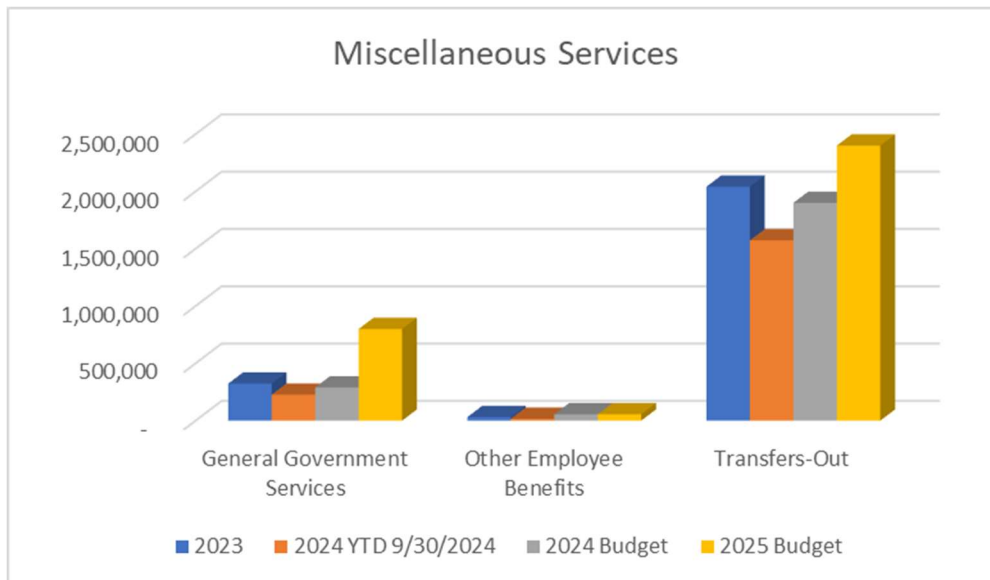
2025 Budget Notes: In 2024, we budgeted \$85k in Municipal Court – Professional Services, but to date have not incurred any expenses for Municipal Court. We reduced the 2025 budget to \$50k for Municipal Court services. The City Attorney has noted that she will be requesting a rate increase to \$240/hour in 2025. The increased attorney fees coupled with the decrease in Municipal Court services fees result in an overall budget increase of 17.5% over the 2024 budget.

MISCELLANEOUS GENERAL SERVICES

GENERAL FUND 001-006

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.

EXPENSES	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	CHANGE
General Gov't. Services	190,562	217,810	220,457	322,919	226,424	289,976	799,582	175.7%
Other Empl. Benefits	30,007	27,144	40,249	30,511	15,983	55,200	55,700	0.9%
Transfers Out	2,119,921	1,680,000	1,715,047	2,040,719	1,572,893	1,900,000	2,400,000	26.3%
Total Expenses	2,340,491	1,924,954	1,975,753	2,394,149	1,815,299	2,245,176	3,255,282	45.0%



REVENUES	2020	2021	2022	2023	2024 YTD	2024	2025	25/24 CHANGE
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	
Property Taxes	7,808,702	7,899,047	8,482,243	9,133,089	5,664,685	9,520,500	10,220,500	7.4%
Sales & Use Taxes	7,509,197	9,721,190	10,718,921	11,274,068	8,780,152	11,000,000	11,700,000	6.4%
Utility Taxes	3,282,678	3,550,168	3,581,680	3,967,049	3,335,042	4,057,500	4,522,850	11.5%
Other Taxes and Misc. Revenues	1,709,027	770,801	811,641	847,064	733,152	1,111,384	825,085	-25.8%
Administration Overhead Allocations	944,409	1,000,351	1,011,565	1,155,780	843,881	1,125,175	1,331,814	18.4%
Transfers In	500,000	500,000	634,783	174,150	-	-	500,000	0.0%
Total Revenues	21,754,013	23,441,556	25,240,832	26,551,200	19,356,913	26,814,559	29,100,249	8.5%

2025 Budget Notes: General Government Services includes annual memberships and agreements with various agencies for services. Memberships include the Chamber of Commerce (\$5,500), Grant County Economic Development Council (\$43,250), Association of Washington Cities (\$22,532), and Columbia Basin Development League (\$1,000). Agreements for services include Grant County Public Health District (authorized amount was reduced to \$70,000 in 2025), the Downtown Moses Lake Association

(Main Street program - \$50,000), Grant County (Alcoholism & Chemical Dependency program - 2% of liquor sales profits - \$8,300), and the Moses Lake Senior Center was increased at Council's direction to \$30,000 in 2025. Moses Lake Community Coalition submitted a request for increased funding from the City in 2025. Council authorized an increase and the Community Coalition funding amount for 2025 will be \$15,000. We have included \$45,000 for election costs as 4 Council positions will expire on 12/31/25.

The budget includes a transfer in the amount of \$500,000 to establish a Rainy-Day Fund. This fund was created in 2023 but was not funded at that time. The Rainy-Day fund will be used to replenish the General Fund's ending fund balance as necessary and approved by Council. If replenishment of the General Fund's ending fund balance is not required, the Rainy-Day fund will be added to as reserves grow and can be used for one-time capital expenditures or other initiatives as Council directs.

The Miscellaneous General Fund includes a transfer of \$1.9 million to the Streets Operations fund (#116). This transfer amount is the same as was transferred in 2024 and supports Street operations and maintenance. Streets is considered a Special Revenue fund for reporting but is under the Public Works umbrella and is generally funded through transfers from the General Fund and the Transportation Benefit District.

At the December 5, 2024 budget meeting, Council directed staff to include \$1,000,000 of ARPA funds for the Grant County Animal Outreach (GCAO) building project. A total of \$500,000 has been included in the 2025 budget and \$500,000 will be included in the 2026 budget for the total commitment of up to \$1,000,000. An amended contract will be presented to Council which includes the ARPA amount obligated for the GCAO capital building project.

Property tax includes a resolution increase of \$422,000 of banked capacity to achieve a budgeted property tax revenue estimate of \$10,200,000 for 2025. Remaining banked capacity is \$951,193.57. The impact of this is an increase of \$0.2279/1,000 of assessed value, or an 8.91% increase which includes the 1% levy limit, new construction, refund levy, and banked capacity. A property with an assessed value of \$300,000 would see a \$68.37 annual increase in property tax.

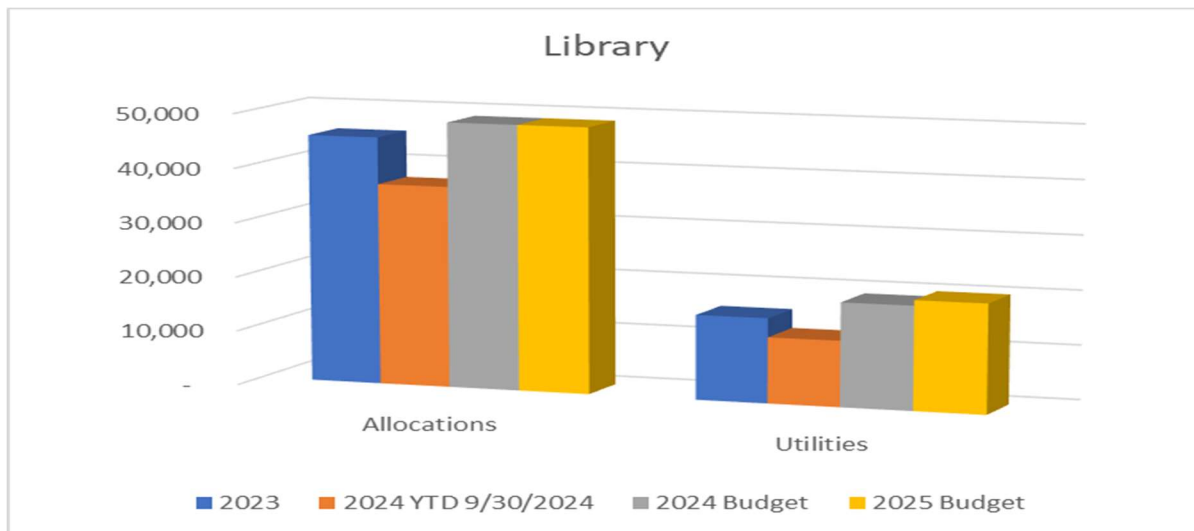
Sales and Use tax remain strong and is projected to end 2024 slightly over \$11.7 million. We have therefore recommended a budget estimate for 2025 of \$11.7 million. Utility taxes have increased largely because of adding in a 4th tier for water usage in excess of 10,000 c.f. in a billing cycle. The water and sewer rate study is currently underway and we are anticipating a recommended 4.5% to 5% rate increase, which will result in increased tax revenues as well.

LIBRARY

GENERAL FUND 001-007

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. 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 its branches, and Moses Lake is on the list.

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Utilities	14,469	14,526	15,343	15,511	12,058	19,000	20,000	5.3%
Building Maintenance Allocation	63,800	49,000	53,200	45,496	36,925	48,700	48,700	0.0%
Total Expenses	78,269	63,526	68,543	61,007	48,983	67,700	68,700	1.5%



2025 Budget Notes: A new two-year agreement between the City and the Library was negotiated in November, 2023. The agreement will automatically renew and be extended on a year-to-year basis unless either party gives notice of their intent not to renew by October 1st of each year after 12/31/2025.

HUMAN RESOURCES**GENERAL FUND 001-008**

The Human Resources department supports 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-oriented government that works with all interests in the community to implement the city's mission.

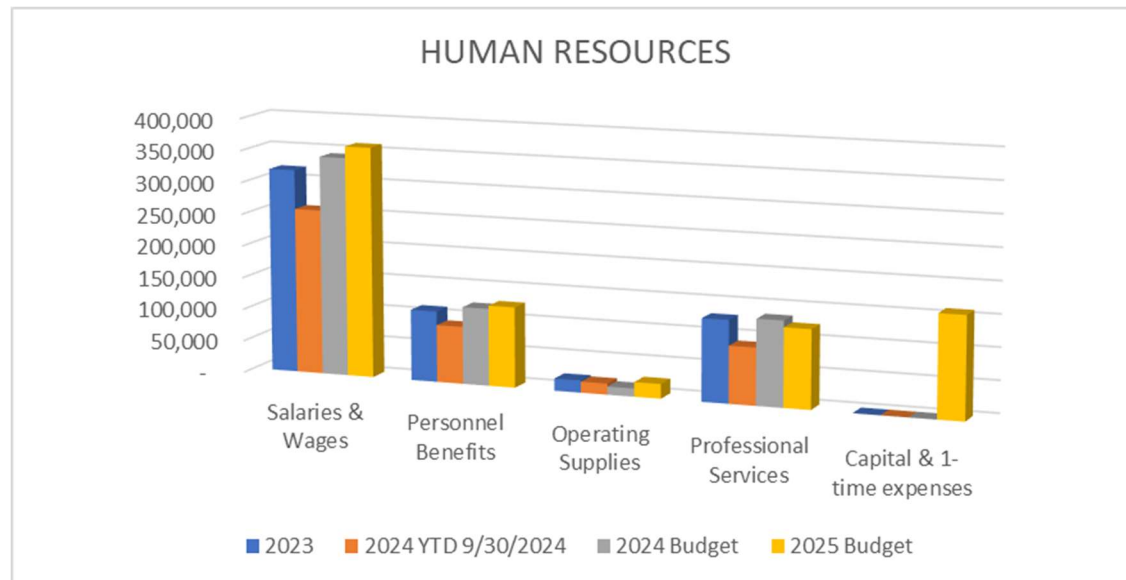
Accomplishments - 2024***Council Priorities******Collaboration/Customer Service***

- Streamlined seasonal hiring utilizing Applicant Tracking software.
- Improved electronic Personnel Action Form (PAF) to incorporate staff evaluation and signoffs allowing final document to route directly to personnel file, eliminating need to file manually.
- Job descriptions set up electronically for review/approval process annually and ability to be incorporated into annual evaluation process.
- Successfully prevailed in arbitration with International Association of Fire Fighters (IAFF) on contract language interpretation claim.
- Added financial educational series for staff with benefits vendor representative.
- Prepared Standard Occupational Classification (SOC) list for all positions to assist Finance in reporting requirements.
- Added Airlift NW and Flexible Spending Account (FSA) to elective benefits for employees.

Goals - 2025***Council Priorities******Manage and Encourage City Growth, City Sustainability***

- As a recommendation of the WCIA HR Audit:
 - Implement HR review of all incoming applications before hiring manager/teams have access to view to ensure that applicants meet the minimum qualifications of the position.
 - Implement HR reference checks to all applicants considered for employment.
 - Improve supervisor training for new and existing supervisors.
- Improve new hire onboarding to ensure incoming staff are educated about the city overall, department work and safety.
- Successfully negotiate expiring represented contracts
- Implement new HR/Payroll software focusing on improved data reporting, improved customer experience and improved efficiency.

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	131,774	188,396	275,043	318,151	257,394	341,570	359,770	5.3%
Personnel Benefits	52,720	71,581	101,476	110,471	89,211	120,131	125,227	4.2%
Operating Supplies	1,410	10,914	6,863	18,891	17,149	12,600	22,650	79.8%
Services	6,822	68,865	158,575	128,269	89,086	133,006	122,770	-7.7%
Total Operating Expenses	192,726	339,757	541,957	575,782	452,841	607,307	630,417	3.8%
Capital Outlay & One-time Expenditures (not included above)								
One-time Expenditures							34,681	
Capital Outlay	-	-	-	-	0	0	125,000	0.0%
Total Expenditures Requested	192,726	339,757	541,957	575,782	452,841	607,307	790,098	30.1%
Staffing FTE	2	3	3	3	3	3	3.5	



2025 Budget Notes:

The 2025 budget includes a part-time position to assist with the day-to-day duties of the HR staff as they are working on the ERP system implementation. The budget impact of the part-time position is \$30,681 of non-recurring expense. The request for a new HR Assistant was denied. We have budgeted \$125,000 for the new ERP software and \$4,000 for furnishings to complete the HR conference room setup. Total non-recurring costs for HR are \$159,681. The ERP system implementation costs will be paid for using unobligated ARPA funds.

ENGINEERING**GENERAL FUND 001-010**

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.

Accomplishments - 2024***Council Priorities***

Manage and Encourage City Growth – Streamline City Permitting Processes: Staff have worked with GIS/IT team to implement a fully paperless application process in the portal that allows for a predictable and standardized process for inspections and permits available from the Construction Management team. As part of their implementation efforts, they created detailed instructions for the development community. The new process has been well received by the community. As of this summary, staff have processed 77 street and utility construction permits, 22 franchise permits, 15 city projects, and 247 water meter requests. Since the portal launch on 4/22/2024, a total of 250 cases/permits have been initiated via this new process.

Manage and Encourage City Growth – Add and Revitalize Infrastructure: Staff have worked with Public Works utility division managers to identify, design, and execute projects in support of adding and/or revitalizing infrastructure. As of this summary, 10 projects have been completed, 10 additional projects are expected to be completed by year end, and 2 projects have been designed and prepared to go out for bid.

Communication: The Engineering team has been working diligently to provide timely and detailed information to both internal stakeholders and City Council. The Community Development/Public Works Committee has been the avenue through which communication is most often initiated, but staff have increased their reporting at City Council meetings – providing timely, data informed communication that references state requirements and industry best practices.

Address Aquifer Issue: Due to the declining aquifer, staff continue to seek alternative water sources and/or options to conserve our existing source. In 2024, Well 20 source approval was received, and the well was put into service. Work continues with consultants to identify water right availability, research the viability of aquifer storage and recovery alternatives, and initial testing of surface water sources while awaiting federal approval of an annual M&I contract.

City Sustainability – Financial Stability: Staff have completed initial research of fee structures from comparable communities across Washington state, focusing on similar composition, service area, and population sizes. Research efforts will continue in 2025 to ensure staff provide council well developed plans for updating our fees.

Goals - 2025

Council Priorities

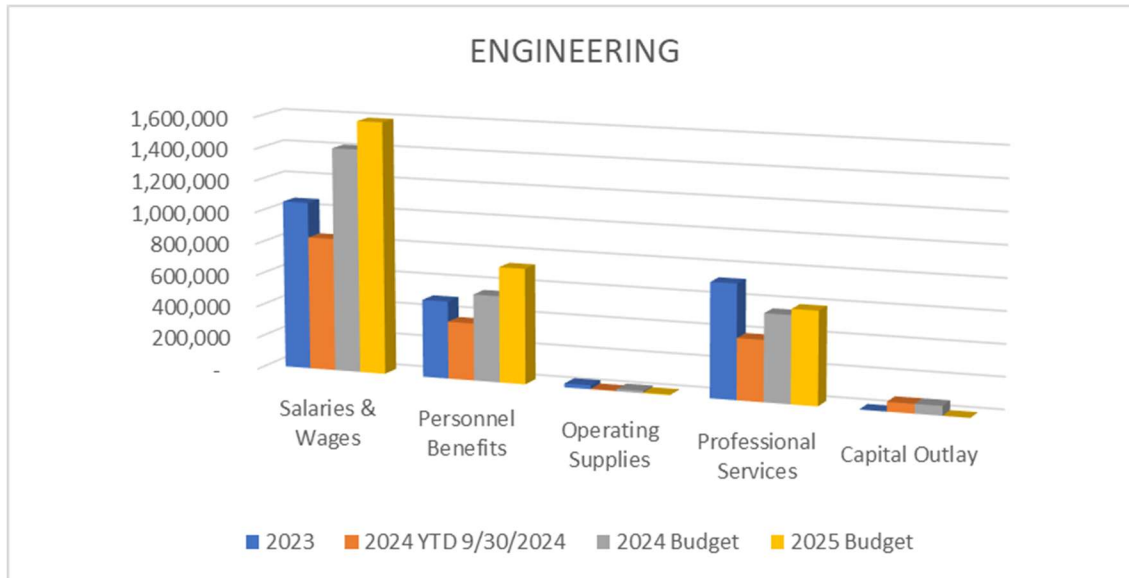
City Sustainability – Financial Stability: Staff have identified fee schedule items (i.e. system development charges, connection fees, utility availability certification fees, etc.) that directly impact the funding available for the utility divisions to maintain and improve their existing infrastructure. Work will continue to ensure that a well-balanced approach to implementing fee changes is recommended to City Council for consideration no later than Q4 2025.

Maintain and Encourage City Growth: The 2024 Community Street and Utility Standards updates have been delayed due to the ongoing efforts to update and adopt the uniform development code. Once adopted, the Engineering team will facilitate a complete redesign of the standards for a more user-friendly document for use by both staff and public.

Address Aquifer Issue: Staff will continue to actively seek alternative water sources and options to conserve our existing water sources – including responsibly addressing forever chemical contaminants and federal requirements for treatment. The City Engineer was recently invited to join the Columbia River Policy Advisory Group to act as an advocate for Moses Lake and the surrounding communities to gain priority access to surface water. Staff are committed to continuing their monthly updates to council via the Community Development/Public Works Committee on their ongoing efforts.

Maintain and Encourage City Growth: Upon final adoption of updated general utility plans and their associated capital project plans, staff will work to merge the capital improvement projects identified into one long-term capital improvement plan that will provide a more comprehensive quick reference for project planning, budget creation, and prioritizing of projects. This plan will also be available for use by the Community Development department in their work with developers to establish concurrency.

EXPENSES	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	CHANGE
Salaries & Wages	1,235,918	979,713	970,061	1,056,262	837,317	1,411,692	1,590,100	12.6%
Personnel Benefits	597,110	430,214	419,371	487,413	360,419	543,364	725,044	33.4%
Operating Supplies	16,473	7,570	22,749	24,196	3,089	14,500	4,000	-72.4%
Services	360,929	327,344	540,956	718,297	384,116	548,049	585,612	6.9%
Total Operating Expenses	2,210,430	1,744,841	1,953,138	2,286,168	1,584,941	2,517,605	2,904,756	15.4%
Capital Outlay & One-time Expenditures (not included above)								
Capital Outlay	0	0	0	0	59,673	60,000	-	-100.0%
Total Expenditures Requested	2,210,430	1,744,841	1,953,138	2,286,168	1,644,615	2,577,605	2,904,756	12.7%
Staffing FTE	15	15.5	17.8	16.5	16.3	15.8	15.4	



2025 Budget Notes: The budget includes additional funds for professional services to contract with an outside consultant to maintain our water and sewer system models, including bi-annual updates to include new services and infrastructure installed. The budget includes total wages for staff that charge time to capital projects. Current system limitations make it difficult to determine the total wages that could be charged to capital projects. An estimated 20% of engineering staff time and 5% of administrative staff time charged to capital projects would result in budget savings of \$375,357 reducing the 2025 operating budget to \$2,529,399 for an overall increase of 0.5% over the 2024 budget.

PARKS, RECREATION & CULTURAL SERVICES

GENERAL FUND 001-020

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.

Accomplishments - 2024

Council Priorities

Secured a Local Parks Maintenance Grant for \$100,000 to address deferred maintenance on infrastructure items at Surf 'n Slide Water Park. Repaired/Upgraded Ice Arena Chiller Plant with insurance dollars and Parks Mitigation Funds. ***City Sustainability/Financial Stability***

Implementation of a before school program at Larson Recreation Center for kids at the School District. Continued the operation of the free Mobile Recreation Unit in the summer bringing recreational activities to lower income neighborhoods in the summer months. Museum and Art Center collaborating with Moses Lake Community Coalition to become a drop-in programming for youth. ***Crime Reduction/Emphasize programs that can steer youth positively***

Larson Playfields Well project completed and to be connected into the Larson Playfields irrigation system, removing it from the City's potable water supply for irrigation needs. Converting the Alder Street Fill, Marina Park and Dick Deane Park/Japanese Peace Garden to non-potable water sources for irrigation. Collaboration with the Columbia Basin Conservation District to install a heritage garden demonstration project in Lower Peninsula Park. ***City Sustainability/Financial Stability and Address the Aquifer Issue***

Connected with Moses Lake Irrigation and Rehabilitation District on putting in place a Joint Governmental Agreement for the operation of the Iconic Moses Lake Fountain. Redesigned and upgraded the three museum history pods with grants and Park Mitigation funds. Multiple outreach efforts with other community partners including but not limited to, Washington State Parks, Big Bend Community College, the Moses Lake Farmer's Market and the Boys and Girls Club of the Columbia Basin. ***Communication/Increase visibility in the community***

Goals - 2025

Council Priorities

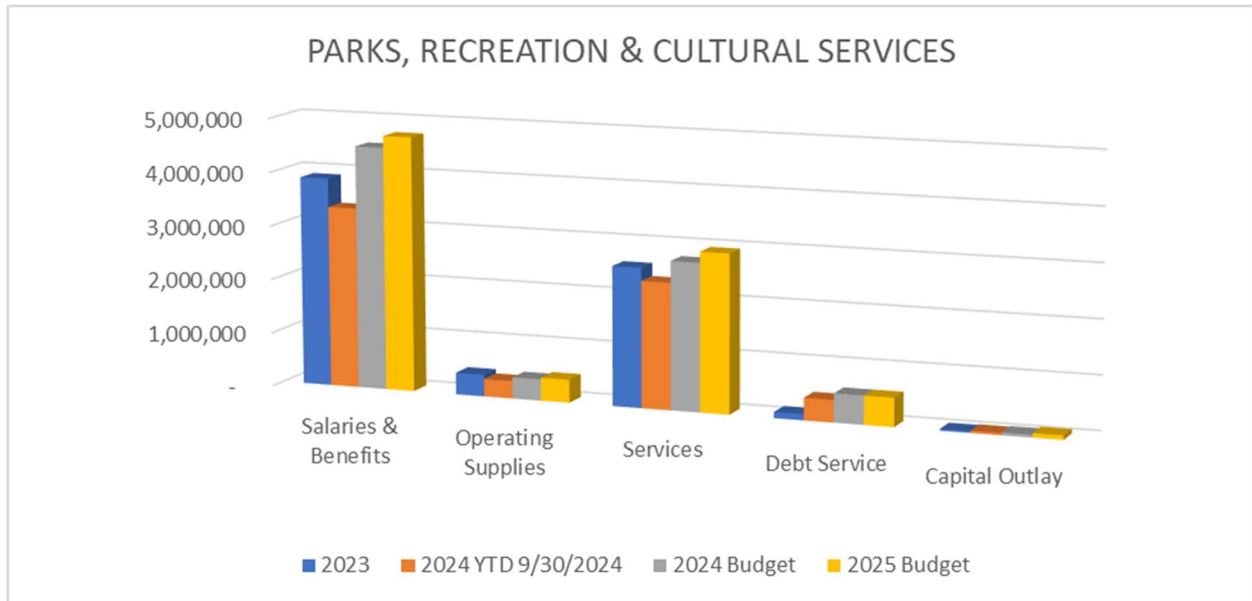
Proposed \$70,000 in Capital Budget for Xeriscape projects in medians and planter strips to reduce watering in high usage areas. As funds are available, implement additional xeriscape projects in other high usage planter strips and medians using the City's standard planter strip design. Connect with the Master Gardeners to discuss implementation of the demonstration low water landscape design provided for Civic Center by the consultant in 2023. ***Manage and Encourage City Growth/Add and revitalize infrastructure/Secure adequate water resources through efficiencies***

Implementation of an after-school tutoring program, and continuation of the before school program at Larson Recreation Center for kids at the School District. Continued the operation of the free Mobile Recreation Unit in the summer bringing recreational activities to lower income neighborhoods in the summer months. Collaborated with School District to continue offering the free after school sports program to all interested elementary school children in school facilities. Museum and Art Center collaborating with Moses Lake Community Coalition to become a drop-in programming for youth. Low-cost field trip and outreach program options available from the Museum and Art Center for School District classes. Scholarship program for low-income families available for all Recreation programs. ***Crime Reduction/Emphasize programs that can steer youth positively/ Highlight positive impact of Parks and Recreation Programs on youth and align goals with new programming***

Complete installation of the Dano Park Futsal Courts in 2025 with a grand opening event involving the City, Rave Sports, the Boys and Girls Club of the Columbia Basin, and other project partners. Multiple outreach efforts with other community partners including but not limited to, Washington State Parks, Big Bend Community College, the Moses Lake Farmer’s Market and the Boys and Girls Club of the Columbia Basin. Revamping the individual park facility webpages with updated amenities and pictures on the City’s website. ***Communication/Increase visibility in the Community***

Replace two pool heaters at Surf ‘n Slide with new pool heaters to maintain the operation there and increase efficiency. Complete a full Parks, Recreation and Cultural Resources internal inventory of all infrastructure items and develop an internal capital replacement plan to be adopted into the City’s overall capital plan. ***City Sustainability/Utilities and infrastructure sustainability/Focus on long range planning to ensure sustainability of City infrastructure***

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	1,564,798	2,177,260	2,449,488	2,890,681	2,524,758	3,510,778	3,513,980	0.1%
Personnel Benefits	731,762	738,793	895,494	983,909	821,727	992,439	1,209,486	21.9%
Operating Supplies	284,950	367,092	481,821	403,892	325,261	394,800	426,125	7.9%
Services	2,465,515	2,330,205	2,351,126	2,574,302	2,334,542	2,732,281	2,932,782	7.3%
Debt Service	114,400	554,600	535,800	112,896	412,465	531,700	531,525	0.0%
Total Operating Expenses	5,161,426	6,167,949	6,713,730	6,965,679	6,418,753	8,161,998	8,613,898	5.5%
Capital Outlay & One-time Expenditures (not included above)								
One-Time Expenditures	-	-	-	-	-	-	-	0.0%
Capital Outlay	-	466,382	413,182	31,937	42,595	53,000	80,000	50.9%
Total Expenses Requested	5,161,426	6,634,331	7,126,912	6,997,616	6,461,348	8,214,998	8,693,898	5.8%
Staffing - Regular FTE's	20	20	25	28.5	28.5	28.5	28.5	
Staffing - Seasonal FTE's						35.0	32.5	



2025 Budget Notes: Staff has budgeted \$55,000 in Capital Outlay for the replacement of two pool heaters at Surf ‘n Slide that are at the end of their life span, \$15,000 for a joint project with the Sister City program in Yonezawa Park and \$10,000 for pickleball court painting. Additionally, in the Capital Budget, \$70,000 for Xeriscape projects in medians and planter strips to reduce watering in high usage areas has been budgeted. This budget maintains the existing budgeted staffing levels in the department from 2024 to 2025.

POLICE**GENERAL FUND 001-030**

The members of the Moses Lake Police Department are dedicated to safeguarding our city through proactive policing, building relationships, and honoring the trust placed in us.

Accomplishments – 2024***Council Priorities******Crime Reduction***

Emphasize programs that can steer youth positively

Address drug and transient issues

Collaborate on gang/drug initiatives

Augment graffiti abatement efforts

At the end of 2023 and into 2024 we increased our efforts to utilize technology and data to better/smarter serve our community. We hired a Crime Analyst, installed Flock Cameras (on-going), and added further technology to address the growing problems associated with on-line crimes and the fact that every crime has a technological aspect. This has included training more employees on programs such as Cellbrite, making us one of the leaders in phone processing in central Washington.

In 2023 we experienced a number of high-profile gang related crimes. To set the tone for 2024, our Street Crimes Unit and patrol shifts made gangs a high priority. While we still had issues in the city, high profile events such as Springfest, were essentially problem free.

In July of 2024 we re-tasked our Street Crimes Unit to deal with antisocial and criminal behaviors occurring in our parks. These operations, which have been supported by the Interagency Narcotics Enforcement team and Tri-Cities Metro Drug Enforcement Team, have led to narcotics and warrant arrests. We have further worked with the Grant County Jail to find ways for our patrol officers to arrest on misdemeanor crimes and warrants. Finally, for those subjects we come in contact with frequently who may have out of county warrants, supervisors have been authorized to call officers on overtime to transport them to appropriate jurisdictions to provide them the opportunity to take care of these warrants.

Our 2023 Crime in Washington statistics came out in July of this year. The report showed a 19% reduction in Group A offenses, the most significant crimes, including property crimes such as Burglary (27% reduction), Destruction of Property (26% reduction), and Theft (20% reduction). We also saw an increase in our clearance rate of these crimes up to 51%. While some crime is cyclical, a considerable amount of the credit goes to the hard work done by the women and men of your MLPD.

Goals - 2025
Council Priorities

Actively engage and promote community policing strategies. Engage community through training and collaboration.

Explore areas of focus for small crimes

Address drug and transient issues

Collaborate on gang/drug initiative

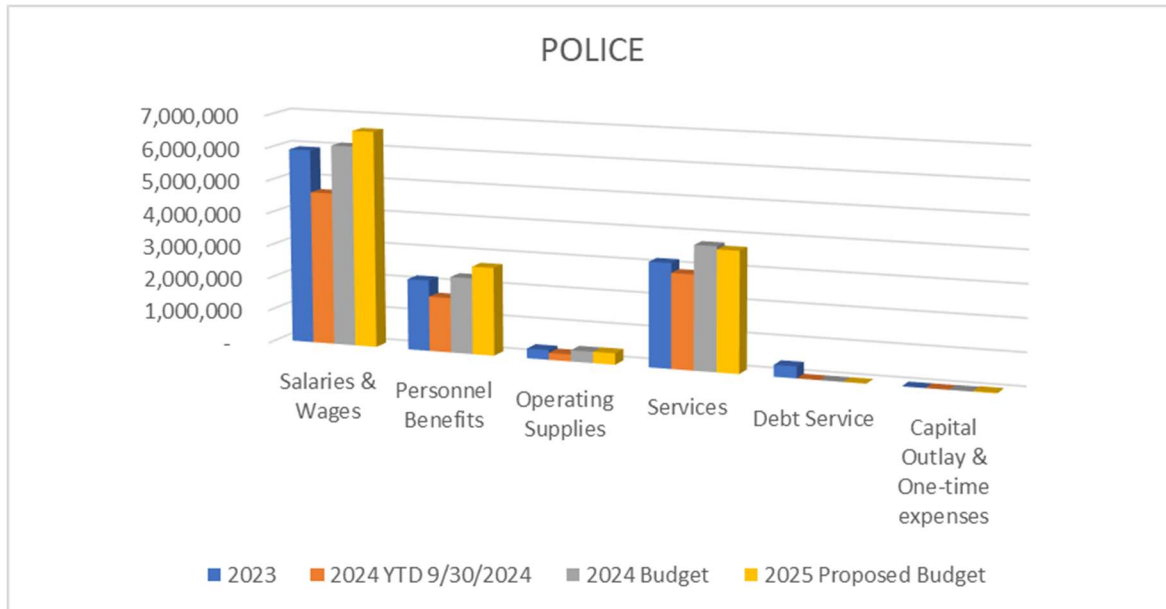
The Moses Lake Police Department embraces the idea put forth by Sir Robert Peel that *“The police are the public; the public are the police. The police are paid to give full attention to duties that are incumbent upon every citizen in the interest of community welfare and existence.”* This principle is the focus of our strategic plan that will be completed in the first quarter of 2025.

The primary focus of our community-oriented policing strategy has been community outreach and involvement. We will continue this into 2025 with programs such as Faith and Blue, Bluebridge Alliance, Shop with a Cop, Tip a Cop, Battle of the Badges, and other impromptu events throughout the year. Additionally, in 2025 we are working on a Community Police Academy. The thought is to abbreviate the former Citizens Academy and possibly offer a Spanish speaking version.

Another COP activity in 2025, will be the completion of our Citizen Camera Map. This is a program started by our Criminal Analyst in 2024. To maximize our crime solving abilities and essentially create a network of cameras we can have access to, officers have begun collecting information on public facing privately owned cameras where owners are willing to cooperate in police investigations.

We will continue to work in conjunction with other agencies, to affect problems in Moses Lake. While we pulled out of INET to focus on Moses Lake issues that we felt were not being addressed by that team, we have continued to work closely with them. In addition to INET, we will continue to work with all our Federal partners (ATF, DEA, US Marshalls), Tri Cities Metro Drug Team, and the Columbia River Task Force to affect gang and drug issues that affect our community.

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	4,103,567	4,702,093	5,022,953	5,928,666	4,641,343	6,111,896	6,593,360	7.9%
Personnel Benefits	1,594,325	1,757,806	1,942,211	2,158,921	1,667,404	2,313,496	2,675,686	15.7%
Operating Supplies	244,186	284,839	334,357	294,179	210,797	341,500	346,500	1.5%
Services	2,354,253	2,504,204	2,708,709	3,169,155	2,876,143	3,754,091	3,662,444	-2.4%
Debt Service	0	0	0	354,000	0	0	-	0.0%
Total Operating Expenses	8,296,331	9,248,942	10,008,230	11,904,921	9,395,687	12,520,983	13,277,990	6.0%
Capital Outlay & One-time Expenditures (not included above)								
One-Time Expenditures	-	-	-	-	-	-	-	0.0%
Capital Outlay	0	0	0	0	716	5,368	20,000	272.6%
Total Expenses Requested	8,296,331	9,248,942	10,008,230	11,904,921	9,396,403	12,526,351	13,297,990	6.2%
Staffing FTE	46	50	53	54	54	54	57	



2025 Budget Notes:

The budget includes the addition of a new sergeant in 2025 while reducing the number of corporals by one. This position will supervise the Street Crimes Unit and provide a better overall supervision model in the Investigations Unit. The cost difference between a sergeant and corporal in our current CBA added approximately \$5,000 to the budget.

Per Council’s direction, the budget has been updated to reflect the addition of 3 new police officer positions. Once hired, the officers would need to attend the police academy, so the earliest possible start date would be mid-year. The budget reflects a hire date of 7/1/25 for all three positions and adds just over \$213,000 to the budget in wages and benefits. It was thought that the current Community Service Officer (CSO) would be retiring in 2025, however, the CSO has delayed retirement until 2026 or later. Therefore, we have removed from the budget the additional \$20k necessary to transition the CSO position to a fully commissioned officer and the payout of the accrued leave (\$34k).

\$20,000 has been included in the budget as capital outlay for training equipment. Funding for a new police building has been requested in the capital budget, but until we secure a funding source, the costs will not be included in the capital budget.

At the December 5, 2024, budget workshop, Council directed staff to increase the funding to the Grant County Animal Outreach (GCAO) from \$100,000 to \$181,000 as requested by the GCAO at their November 26, 2024, presentation to Council. The additional funding will be paid for from unobligated ARPA funds. Additionally, Council also directed staff to fund 3 patrol positions that were hired in 2024 using unobligated ARPA funds. These changes will result in an additional \$740,603 of revenue transferred into the Police Department from the ARPA funds that were received by the City.

FIRE

GENERAL FUND 001-040

The City of Moses Lake Fire Department strives to provide a safer community through preparation, prevention, and effective emergency response.

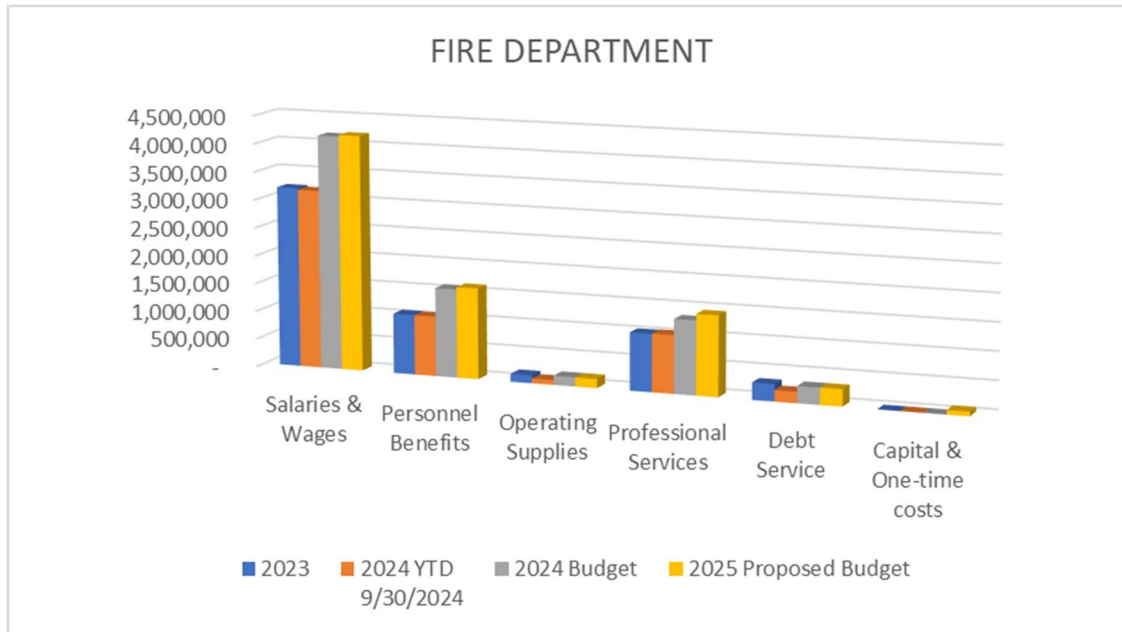
Accomplishments – 2024

- Worked collaboratively with the Community Development Department and other City Departments to develop and implement the mobile food vendor code update, improve permitting turn-around time, and improve the special event process.
- Responded to an approximately 11.5% increase in emergency call volume year-to-date compared with the same period in 2023, without an additional increase in personnel or reliance on overtime.
- Participation in the state fire mobilization program has provided additional revenue potential.
- Worked collaboratively with the North Central Regional Hazmat Team to improve hazardous materials response capability in our area.

Goals – 2025

- Identify location for Fire Station 3 and utilize existing impact fee / mitigation funding to purchase the land for this station.
- Fill the vacant Fire Marshal position that will directly impact the Council priority of improving the overall permitting process. Filling this position will help reduce the wait time for inspections on new and existing structures / facilities.
- Recruit and replace the Fire Chief position for the retirement of the current Fire Chief in early 2025.

EXPENSES	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	2,196,120	2,267,698	2,020,907	3,202,632	3,175,303	4,164,703	4,193,145	0.7%
Personnel Benefits	811,189	762,745	804,346	1,064,850	1,060,536	1,574,111	1,614,759	2.6%
Operating Supplies	150,496	154,152	163,503	141,724	84,648	162,100	162,000	-0.1%
Services	1,106,174	930,526	969,674	1,024,279	1,032,173	1,313,376	1,428,628	8.8%
Debt Service	0	179,000	304,000	303,648	200,259	301,823	302,865	0.3%
Total Operating Expenses	4,263,979	4,294,121	4,262,430	5,737,133	5,552,919	7,516,113	7,701,397	2.5%
Capital Outlay and One-Time Expenditures (not included above)								
One-time expenditures	-	-	-	-	-	-	79,000	0.0%
Capital Outlay	23,098	54,391	64,075	0	0	0	-	0.0%
Total Expenses Requested	4,287,077	4,348,512	4,326,505	5,737,133	5,552,919	7,516,113	7,780,397	3.5%
Staffing FTE	24.5	23.5	23.8	33.8	34.4	35.0	34.9	



2025 Budget Notes: The 2025 budget is largely “flat” in comparison with the 2024 budget. Revenue received in 2024 has been significantly higher than the estimated revenue, largely due to rapid development within the city and our involvement in the state mobilization program. Revenue for 2025 is expected to be on a par with what we have seen in 2024, and the estimates have been adjusted accordingly.

The budget includes payout of accrued leave upon retirement of the Fire Chief. This is a one-time non-recurring cost that is estimated to be approximately \$79,000.

RESERVE FUNDS

RAINY DAY FUND

GENERAL FUND 005-000

The Rainy-Day Fund was established in 2023 with the intent to accumulate reserves to help withstand minor economic downturns or fund capital projects. Expenditures from this fund must be approved by Council action. Revenues come from interest earnings or transfers from the General Fund.

REVENUES	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	CHANGE
Transfers-In	-	-	-	-	-	-	500,000	0.0%
Total Revenues	-	-	-	-	-	-	500,000	0.0%
EXPENSES								
Transfers-Out	-	-	-	-	-	-	-	0.0%
Total Expenses	-	-	-	-	-	-	-	0.0%
Net Income	-	-	-	-	-	-	500,000	
Beginning Fund balance*	-	-	-	-	-	-	-	
Ending Fund Balance	-	-	-	-	-	-	500,000	0.0%

2025 Budget Notes: The fund, while established in 2023, had not had any transfers from the General Fund. We are recommending transferring \$500,000 from the General Fund into the Rainy-Day fund in 2025 to begin accumulating reserves.

FIREMEN’S RELIEF & PENSION

EMPLOYEE BENEFIT FUND – 611-611

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 2 retirees and/or dependents (out of 3 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. 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.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Criminal Justice Funding Liq/Marj.	43,482	45,037	47,917	53,676	73,437	54,000	60,000	
Other Misc.	2,170	1,536	23,471	-	0	0	-	0.0%
Total Revenues	45,652	46,573	71,388	53,676	73,437	54,000	60,000	11.1%
EXPENSES								
Payments to Claimants	45,652	35,428	34,799	22,005	17,689	35,000	30,000	-14.3%
Total Expenses	45,652	35,428	34,799	22,005	17,689	35,000	30,000	-14.3%
Net Income	-	11,145	36,589	31,671	55,749	19,000	30,000	
Beginning Fund balance*	352,390	352,390	363,535	400,124	431,795	407,822	541,963	
Ending Fund balance	352,390	363,535	400,124	431,795	487,544	426,822	571,963	34.0%

2025 Budget Notes: The budget has been set to reflect the average payout of claims and the increased funding received year-to-date.

SPECIAL REVENUE FUNDS

TOURISM

SPECIAL REVENUE FUND 102-102

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 opened to the public in 2023, and debt was issued through the State’s LOCAL program. In 2024, \$389,050 of the estimated total tax collection is used for debt service, 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%”. The LTAC held interviews in early October to review the applications for 2025 funding. LTAC has made its recommendation which will be provided to the City Council at the October 22nd meeting. Council will be asked to review and approve a final allocation among the applicants at that time.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES	582,522	782,306	1,173,625	1,299,743	824,983	800,000	1,000,000	25.0%
EXPENSES	546,513	640,008	779,808	797,461	376,446	914,050	1,039,660	13.7%
Net Income/(Loss)	36,009	142,298	393,817	502,282	448,536	(114,050)	(39,660)	
Beginning Fund balance*	654,558	690,566	832,864	1,226,681	1,728,963	1,618,878	1,954,234	
Ending Fund balance	690,566	832,864	1,226,681	1,728,963	2,177,499	1,504,828	1,914,574	27.2%

2025 Budget Notes: A total of \$762,710 was requested in funding for the 2025 budget year. The LTAC Committee has recommended a total of \$449,964 in awards from the 2nd 2% of LTAC funds and \$200,946 from the 1st 2% of LTAC funds. Recommended award recipients and amounts include:

1. Columbia Basin Allied Arts - \$17,000 for; Sip & Stroll, UMANI Fest and premier performances
2. Central Basin Community Concert Series - \$7,500 for 2025 concerts
3. Columbia Basin Rodeo Association - \$59,000 for Moses Lake Roundup Rodeo and Demo Derby
4. City of Moses Lake – A total of \$96,980 for Frosty Finds flea market and appraisal fair, Datafy renewal, the Moses Lake fountain renovation, music licensing services, Red, White and BOOM! celebration and summer concert series advertising
5. City of Moses Lake - \$109,789 for tourism marketing campaign
6. Grant County Fairgrounds – A total of \$63,000 for the Grant County fair, MoraVida and 90’s Flannel festivals
7. Manta Rays Swimming – A total of \$55,175 for several swim meets and clinics.

8. Moses Lake Chamber of Commerce - \$4,000 for support to the City of Moses Lake visitor's information center
9. Moses Lake Spring Festival - \$50,000
10. Moses Lake BMX Association - \$41,966 for capital projects and state qualifier race
11. Moses Lake Youth Hockey Association - \$51,500 for current and future winter youth hockey
12. Sand Scorpions - \$45,000 for Bounty Hole & Freestyle Mud Trucks
13. Visit WA - \$50,000 for the Moses Lake airshow

GRANTS & DONATIONS

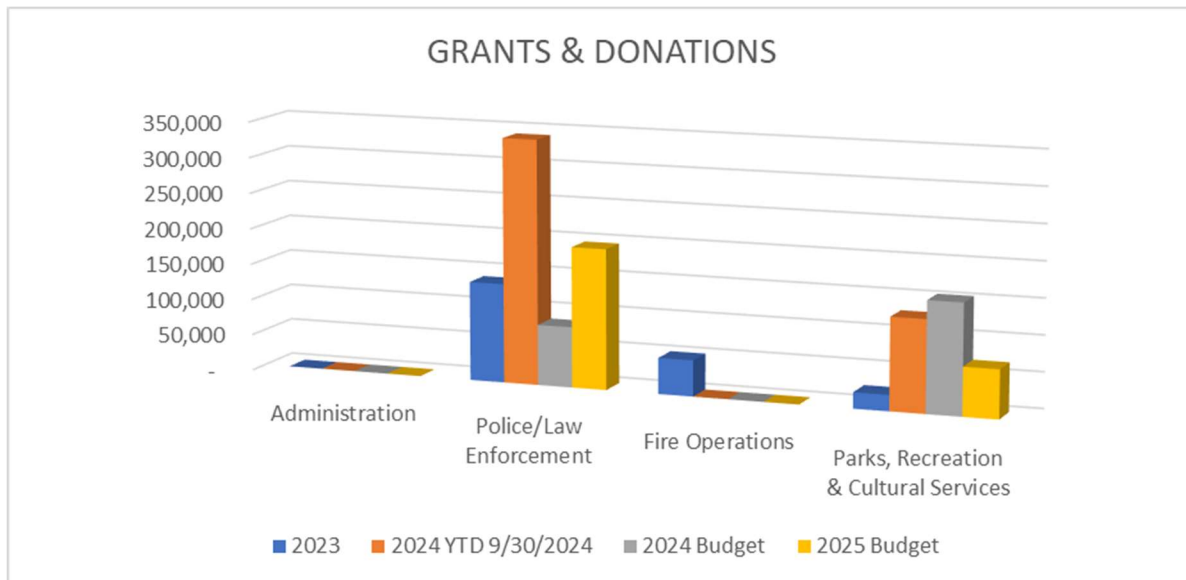
SPECIAL REVENUE FUND 103-103

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.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	101,531	143,046	107,698	129,246	198,064	185,344	148,726	-19.8%
Charges for Goods & Services	1,932	2,990	2,660	4,636	3,857	1,900	1,900	0.0%
Misc. Revenue/Other Sources	467,189	134,859	167,411	186,772	136,326	59,000	122,500	107.6%
Total Revenues	570,652	280,896	277,769	320,653	338,247	246,244	273,126	10.9%
EXPENSES								
Administration	91,900	0	0	0	0	0	-	0.0%
Police/Law Enforcement	361,446	178,622	173,802	137,528	340,041	84,000	195,000	132.1%
Fire Operations	1,368	-	-	50,032	2,422	-	-	0.0%
Parks, Rec. & Cult. Services	3,928	6,132	22,557	22,348	128,011	153,500	67,500	-56.0%
Total Expenses	458,642	184,755	196,359	209,909	470,475	237,500	262,500	10.5%
Net Income	112,010	96,141	81,411	110,744	(132,227)	8,744	10,626	
Beginning Fund balance*	824,384	936,394	1,032,535	1,113,946	1,375,927	1,127,101	1,345,169	
Ending Fund balance	936,394	1,032,535	1,113,946	1,224,690	1,243,699	1,135,845	1,355,795	19.4%



2025 Budget Notes: The 2025 budget includes \$100k in high crimes funding for the purchase of tasers, shields and drone equipment, \$52k of drug seizure funds for special crime unit equipment, professional services and travel, and \$13k for K-9 food, equipment, kennel and vet fees. There is also \$25k included for gateway sign grant expenditures and \$40k for NEA – design grant expenditures.

LOCAL FISCAL RECOVERY (ARPA)

SPECIAL REVENUE FUND 105-105

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.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	-	3,365,063	3,365,998	-	-	-	-	0.0%
Total Revenues	-	3,365,063	3,365,998	-	-	-	-	0.0%
EXPENSES								
Reimburse LTAC losses	-	-	190,000	-	-	-	-	0.0%
Equipment - Ambulance	-	-	-	280,000	-	-	-	0.0%
Fire Dept. Salaries/Wages (4)	-	-	117,705	458,962	494,314	536,070	70,586	-86.8%
Police Salaries/Wages (MHP)	-	-	25,000	-	278,662	22,000	559,603	2443.7%
Community Dev. Salaries/Wages (CE)	-	-	-	-	55,000	55,000	-	-100.0%
Technology Services Salaries/Wages	-	-	-	-	112,677	-	127,500	0.0%
Water/Well Remediation	-	-	-	2,000,000	(1,479,217)	1,081,800	45,000	-95.8%
Tyler Technologies ERP System implementation	-	-	-	-	103,911	-	614,325	0.0%
Grant County Animal Outreach new facility	-	-	-	-	-	-	500,000	0.0%
GC Animal Outreach '25/'26 operations	-	-	-	-	70,000	-	181,000	0.0%
Food Truck Plaza (moved to FD/Amb. salaries)	-	-	69,783	88,650	-	88,650	-	-100.0%
Business/Arts Support	-	-	-	5,802	-	95,000	-	-100.0%
Resident Support (Utility relief)	-	-	51,558	-	-	-	-	0.0%
Homeless Services	-	-	62,000	-	585,926	1,438,000	-	-100.0%
Total Expenses	-	-	516,046	2,833,414	221,273	3,316,520	2,098,014	-36.7%
Net Income	-	3,365,063	2,849,952	(2,833,414)	(221,273)	(3,316,520)	(2,098,014)	
Beginning Fund balance*	-	-	3,365,063	6,215,015	3,381,602	3,362,452	3,160,329	
Ending Fund balance	-	3,365,063	6,215,015	3,381,602	3,160,329	45,932	1,062,315	2212.8%

2025 Budget Notes: In 2023 Council approved moving several previously identified uses for ARPA funds to the Water/Well Remediation fund. We transferred \$2.0 million of the ARPA funds to that fund in 2023. In 2024 Council approved up to \$1,000,000 to be paid from those remaining funds to the Grant County Animal Shelter for the construction of a new Animal Shelter, leaving a balance of \$207,503 committed to water/well remediation work. There is an estimated \$70,586 remaining in ARPA funds for the four firefighters hired in 2023 funded by ARPA money. Previous council committed \$50,000 to the Downtown Moses Lake Association for the OBRA incubator project. To date, the DMLA has only requested funding of \$5,802 for that project and the contract expires on 12/31/2024. The remaining \$50,000 was earmarked for Business/Arts Support, but no projects have been specifically identified. There was an initial \$1,500,000 allocated to the Homeless Services for the Open Doors Sleep Center. A balance of \$1,438,000 remains of that allocation.

In recent weeks, City staff has discovered that allocating or passing a resolution or ordinance is not sufficient to pass the U.S. Treasury’s definition of an obligation. The Treasury provides four ways that a city can properly incur an obligation of ARPA funds;

- Place an order for property and services or enter into contracts, subawards, and similar transactions that require payment.
- Enter into an interagency agreement.
- Dedicate funds to certain personnel costs for positions that existed and were filled prior to December 31, 2024.
- Cover legal and administrative costs associated with the terms, conditions, and requirements of ARPA-SLFRF.

Because of this new information, Council met on December 5th and directed staff to re-allocate funds not currently “obligated” to the following:

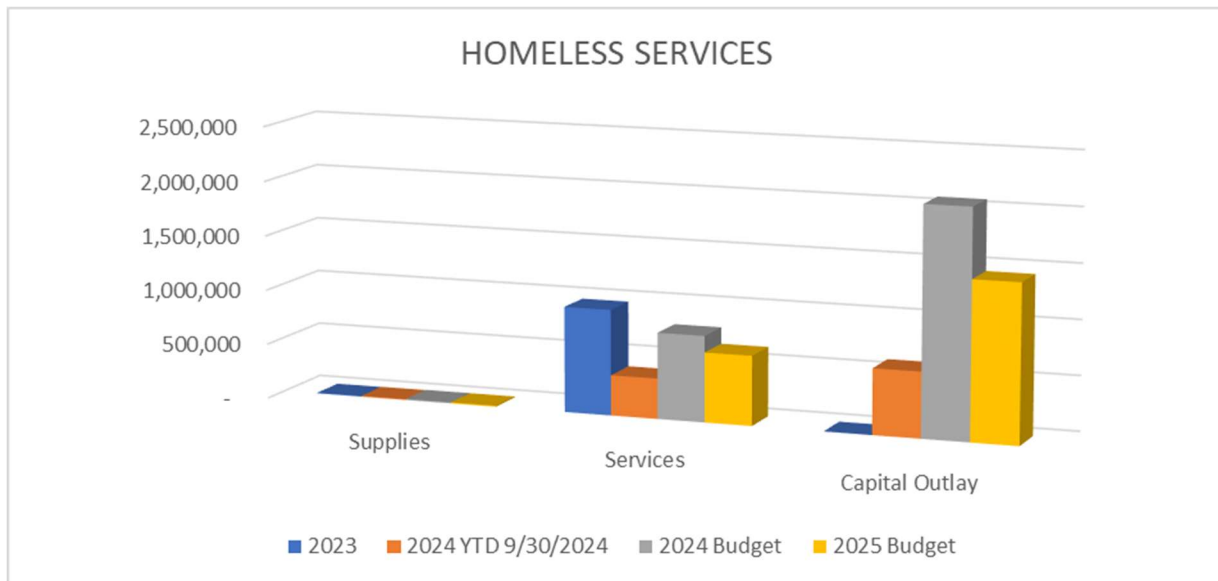
- Increase the 2024 funding to the Grant County Animal Shelter for operations by \$70,000 and increase the operations funding for 2025 and 2026 to \$181,000 each year. A contract amendment will be forthcoming.
- Amend the current Grant County Animal Shelter contract to include funding up to \$1,000,000 for the design and construction of a new animal shelter.
- Repay Grant County \$582,926 for purchase of the pallet shelters from the ARPA funds that were allocated to Homeless Services for infrastructure and reallocate the remaining balance.
- Fund the Tyler ERP software implementation costs and part-time temporary staff hired to support the implementation.
- Fund staffing costs for Police and Technology Services.

	Fund	Original \$	Spent to date	Bal. as of 12/4/24	2024	2025	2026	
Water/Well Remediation Trsf.	322	\$ 2,000,000	\$ 520,783	\$ 1,479,217	\$ -	\$ 45,000		Aspect Consulting contract amendment
Water/Well Remediation - unallocated	322	\$ 207,503	\$ -	\$ 207,503				
GC Animal Outreach - capital	105	\$ 1,000,000	\$ -	\$ 1,000,000		\$ 500,000	\$ 500,000	GCAO amended contract in process
GC Animal Outreach - operations	001	\$ -	\$ -	\$ -	\$ 70,000	\$ 181,000	\$ 181,000	GCAO amended contract in process
Homeless Services	110	\$ 1,500,000	\$ 62,000	\$ 1,438,000	\$ 585,926			Payback GC for pallet shelters
GC Fire Dept - ARPA positions	498	\$ 1,141,567	\$ 838,118	\$ 303,449	\$ 232,863	\$ 70,586		Valid obligation & previously or will be spent
Police wages	001	\$ 47,000	\$ 47,000	\$ -	\$ 256,662	\$ 559,603	\$ 169,574	Valid obligation - will be spent
IT Systems Administrator	517	\$ -	\$ -	\$ -	\$ 112,677	\$ 127,500	\$ 133,875	Valid obligation - will be spent
Tyler Software	001	\$ -	\$ -	\$ -	\$ 103,911	\$ 614,325	\$ 77,866	Valid obligation - will be spent
Business/Arts Support - DMLA incubator project	001	\$ 100,000	\$ 5,802	\$ 94,198				No valid contract after 12/31/2024
Reimburse LTAC losses		\$ 190,000	\$ 190,000	\$ -				Valid obligation & previously spent
Ambulance - equipment		\$ 280,000	\$ 280,000	\$ -				Valid obligation & previously spent
Comm. Dev. Wages (CE)		\$ 55,000	\$ 55,000	\$ -				Valid obligation & previously spent
Food Truck Plaza		\$ 158,433	\$ 158,433	\$ -				Valid obligation & previously spent
Resident Support (Utility relief)		\$ 51,558	\$ 51,558	\$ -				Valid obligation & previously spent
TOTALS		\$ 6,731,061	\$ 2,208,693	\$ 4,522,368	\$ 1,362,038	\$ 2,098,014	\$ 1,062,315	\$ 4,522,368
Unobligated funds				\$ 4,218,919				
	Fund							
	001				\$ 430,573	\$ 1,354,928	\$ 428,440	\$ 2,213,940
	105				\$ -	\$ 500,000	\$ 500,000	\$ 1,000,000
	110				\$ 585,926	\$ -	\$ -	\$ 585,926
	322				\$ -	\$ 45,000	\$ -	\$ 45,000
	498				\$ 232,863	\$ 70,586	\$ -	\$ 303,449
	517				\$ 112,677	\$ 127,500	\$ 133,875	\$ 374,052
								\$ 4,522,368

HOMELESS SERVICES
SPECIAL REVENUE FUND 110-110

Homeless Services provides the operations of the City’s Homeless programs, which include the operations of the Open Doors Sleep Center.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Taxes	34,793	79,255	60,341	63,604	29,857	65,000	60,000	-7.7%
Intergovernmental	112,308	1,213,911	732,275	874,799	887,013	562,250	694,074	23.4%
Misc. Revenue/Other Sources	-	73,581	48,932	61,446	2,500	-	5,000	0.0%
Transfers-In	173,996	-	62,000	-	269,385	2,071,052	1,438,000	-30.6%
Total Revenues	321,098	1,366,747	903,547	999,849	1,188,755	2,698,302	2,197,074	-18.6%
EXPENSES								
Operations Supplies	106,103	5,338	15,139	6,290	7,751	10,000	9,500	-5.0%
Services	164,881	1,167,220	821,702	960,252	366,747	781,826	632,450	-19.1%
Capital Outlay	-	-	-	-	596,254	2,071,052	1,438,000	-30.6%
Total Expenses	270,985	1,172,558	836,840	966,542	970,752	2,862,878	2,079,950	-27.3%
Net Income	50,113	194,189	66,707	33,307	218,004	(164,576)	117,124	
Beginning Fund balance*	-	50,113	244,302	311,009	344,316	671,416	952,017	
Ending Fund balance	50,113	244,302	311,009	344,316	562,319	506,840	1,069,141	110.9%



2025 Budget Notes: The City was awarded \$633,052 in ARPA funds from Grant County to be used for the purchase of new shelters for the Sleep Center. A total of \$585,926.08 has been received for the purchase of the shelters but will be returned to Grant County in 2024 as the installation of the pallet shelters has been put on hold. ARPA funds that were initially allocated to the Sleep Center (excluding the amount that will be returned to Grant County) for capital projects are being redirected as allocation of the funds does not meet the US Treasury’s definition of the funds being obligated.

OPIOID ABATEMENT

SPECIAL REVENUE FUND 111-111

The Opioid Abatement fund receives annual distributions of money from settlements against opioid distributors over the next several years. The funds are restricted to specific purposes related to the opioid crisis and abatement as outlined in an MOU signed with OneWashington in 2023.

	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
Judgements & Settlements	33,296	17,062	259,834	17,062	25,000	46.5%
Supplies & Services	0	0	0	0	6,205	0.0%
Net Income	33,296	17,062	259,834	17,062	18,795	
Beginning Fund balance*	-	33,296	50,358	33,296	310,192	
Ending Fund balance	33,296	50,358	310,192	50,358	328,987	553.3%

2025 Budget Notes: The Opioid Abatement fund receives distributions for settlements against distributors of opioid drugs and the funds must be used for approved opioid abatement purposes as outlined in an MOU with OneWashington in 2023. The City will receive approximately \$17k annually over the next 17 years from the first settlement. There have been several one-time distributions received in 2024 and more expected as more settlements are negotiated. In 2024, the City signed a five-year agreement with Carelon Behavioral Health and the other entities participating in the MOU to administer the funds received. The 2025 budget includes the amount that will be paid to Carelon for their services.

PUBLIC ART PROGRAM

SPECIAL REVENUE FUND 112-112

The Public Art Fund was created by Council approval in August 2022. The purpose is to provide 1% of any capital construction project over \$75,000 to fund public art programs. Funds are transferred from the capital funds at year-end when projects are substantially complete.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
Transfers-In	-	-	-	49,824	-	100,000	151,000	51.0%
Public Art Expenditures	-	-	-	-	-	30,000	50,800	69.3%
Net Income	-	-	-	49,824	-	70,000	100,200	
Beginning Fund balance*	-	-	-	-	49,824	-	49,824	
Ending Fund balance	-	-	-	49,824	49,824	70,000	150,024	114.3%

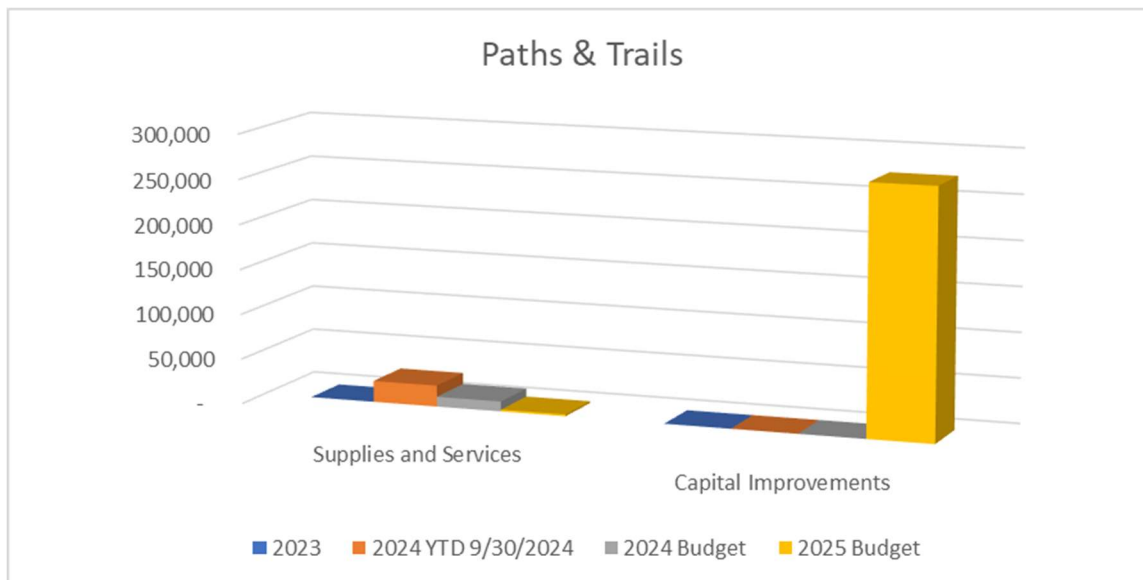
2025 Budget Notes: The Public Art fund was established by Council in August 2022. There were no funds transferred to the Public Art fund in 2022 as projects had already been started prior to the establishment of the Art Fund and budgets did not include the 1% of construction costs in 2022. In 2023, we began including the 1% art fund calculation on capital projects. The 2025 amount will depend on the project carryover from 2024 as well as any new capital projects approved by Council for 2025 and substantial completion of the construction phase of the projects.

PATHS & TRAILS

SPECIAL REVENUE FUND 114-114

In 2024, the City was awarded a \$2,000,000 Sandy Williams grant for a shared use path on SR17 from Patton to Grape. The 2025 projected amount that will be spent of this grant funding is \$275,000 with the remainder spent in future years.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES	12,086	12,215	11,881	12,263	6,606	12,000	277,000	2208.3%
EXPENSES	27,577	4,803	996	-	23,504	11,000	277,000	2418.2%
Net Income/(Loss)	(15,491)	7,412	10,885	12,263	(16,899)	1,000	-	
Beginning Fund balance*	101,292	85,801	93,213	104,099	116,362	104,344	92,163	
Ending Fund balance	85,801	93,213	104,099	116,362	99,463	105,344	92,163	-12.5%



2025 Budget Notes: The SR17 shared use path from Patton Blvd. to Grape Drive will begin in 2025 with completion scheduled in 2026. The construction of the shared use path is funded by the Sandy Williams grant awarded to the City in 2024.

STREET MAINTENANCE

OTHER OPERATING FUND 116-116

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 herbicide on roadsides and alleys, grading alleys, maintaining traffic signals, signs, and pavers, installing Pavement Marking Plastic, preparing for events and activities that include traffic control and other duties. 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.

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 two 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.

Accomplishments – 2024

Council Priorities

The Streets Division has accomplished numerous activities throughout the 2024 season. A few of the highlights include:

Updating and replacing the aging and troublesome Pioneer Way school zone flashers. ***Crime Reduction, Enhancing Corridors***

Resurfaced Municipal Hanger Rd and Milwaukee Rd with new base course and applied a liquid to bind the gravel roads. ***Enhancing Corridors***

Striping of our City Streets, in 2024 Staff painted over 88 Miles of striping within city limits. This accounts for more than 70% of all striping lines that are on our roadway network. ***Enhancing Corridors***

The Streets Division also has begun certification of traffic signal conflict monitors, these items are required to be certified yearly, failure to certify monitors increases the potential of liabilities should there be a lawsuit from defective signal components. Staff perform 147 inspections of Signal components each Monday. To date we have over 5,218 Signal inspections that have been performed. ***Enhancing Corridors, City Sustainability***

Staff replaced knocked down signs that are the responsibility of the city within 24 hours. Streets also has performed numerous street closures for the private events that take place in the Downtown Business District. The successful replacement of the 2-hour parking signs was also a large accomplishment. The ability to perform the work in house saved thousands of dollars. ***Enhancing Corridors, Communication, Collaboration***

Streets also had a successful deployment of its Arctic Pusher snow attachment for its loader. This resulted in the removal of snow on the entire length of Third Avenue within 4 hours. This attachment will be heavily utilized in the winter of 2024/2025 to increase snow removal times on Pioneer, Division and Broadway Corridors. ***Enhancing Corridors, City Sustainability***

Goals - 2025

Council Priorities

The Streets Division is updating its procedures for maintaining ROW and removal of trash along roadways. **Enhancing Corridors**

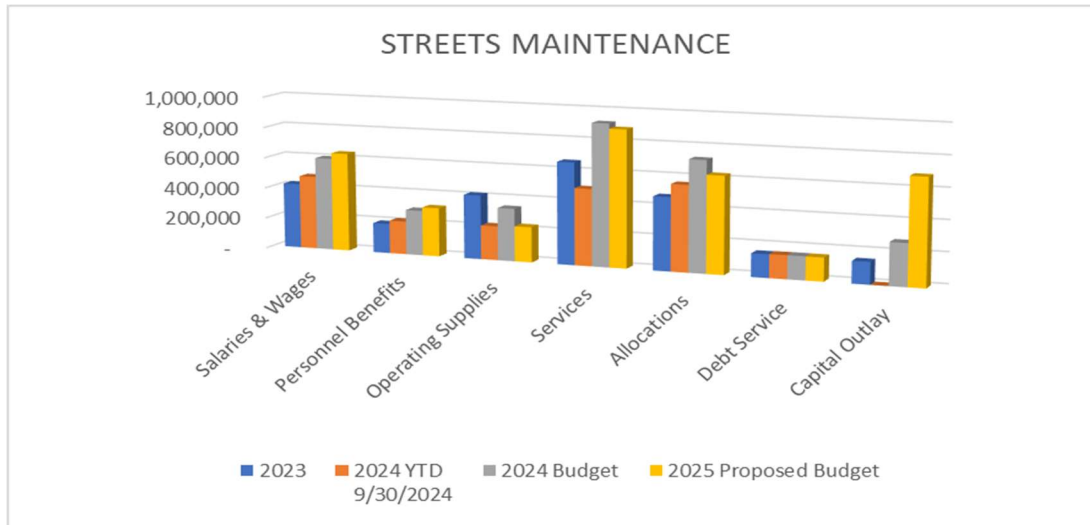
Staff will be performing additional removal of gravel and debris at the sidewalks near our intersections. **Enhancing Corridors**

Repainting the curbing along the roadway to enhance our corridors, this is providing additional safety measures as well as beautification of our roadway network. **Enhancing Corridors**

Continued maintenance practices to provide a safe and efficient roadway network. **Enhancing Corridors, City Sustainability**

The Streets Division will also increase the education and outreach materials to increase customer service. Included in this increase will be a website adjustment to provide additional information for projects the division will be performing, and more information about snow plowing and associated routes. **Enhancing Corridors, Communication**

REVENUES	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	REQUESTED BUDGET	
Taxes (Motor vehicle fuel tax)	357,400	480,299	481,728	479,900	341,554	478,070	492,133	2.9%
Permits	185,478	200,219	192,302	219,619	204,215	100,000	-	0.0%
Grants	316,502	276,751	-	-	-	-	-	0.0%
Transfers-In	1,680,000	1,680,000	1,230,400	1,400,004	1,875,000	2,500,000	3,150,000	26.0%
Other	42,648	15,791	52,966	90,330	101,217	2,000	500	-75.0%
Total Revenues	2,582,027	2,653,060	1,957,396	2,189,852	2,521,987	3,080,070	3,642,633	18.3%
EXPENSES	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	REQUESTED BUDGET	
Salaries & Wages	490,276	529,822	471,480	421,399	475,750	601,488	639,040	6.2%
Personnel Benefits	208,683	195,658	211,983	192,503	215,148	292,006	315,663	8.1%
Operating Supplies	277,808	267,780	200,343	415,161	220,516	341,000	228,150	-33.1%
Services	638,567	715,645	682,059	661,162	497,690	919,800	887,725	-3.5%
Allocations	774,300	472,800	468,800	474,244	557,770	720,444	627,591	-12.9%
Debt Service	152,417	151,000	150,500	150,396	152,000	152,000	151,600	-0.3%
Total Operating Expenses	2,542,052	2,332,705	2,185,165	2,314,865	2,118,875	3,026,738	2,849,769	-5.8%
Capital Outlay & One-Time Expenditures (not included above)								
One-Time Expenditures						-	688,000	0.0%
Capital Outlay	66,439	-	43,805	142,504	-	274,000	-	0.0%
Total Capital Outlay & One-Time Expenditures	66,439	-	43,805	142,504	-	274,000	688,000	151.1%
Total Expenditures Requested	2,608,491	2,332,705	2,228,971	2,457,369	2,118,875	3,300,738	3,537,769	7.2%
Net Income	(26,464)	320,355	(271,575)	(267,516)	403,112	(220,668)	104,864	
Beginning Fund balance*	645,432	618,969	939,324	667,749	400,233	638,711	1,184,091	
Ending Fund balance	618,969	939,324	667,749	400,233	803,345	418,043	1,288,955	208.3%
Staffing FTE	7.0	8.0	9.0	9.0	7.5	8.2	7.7	



2025 Budget Notes: The 2025 budget request includes \$688k for the purchase of 2 dump trucks. These are one-time costs and will be transferred to the Fleet Department if Council approves the purchase of both trucks. The Street Operations fund is funded primarily through transfers from the General Fund and the Transportation Benefit District. Included in the 2025 budget is a \$1.9 million transfer from the General Fund and \$1.25 million from the Transportation Benefit District.

TRANSPORTATION BENEFIT DISTRICT

SPECIAL REVENUE FUND 170-170

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.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Public Transportation Tax	1,788,974	2,283,704	2,522,574	2,631,232	2,440,894	2,500,000	3,500,000	40.0%
Other Miscellaneous	2,315	1,613	53,252	189,451	-	-	-	0.0%
Total Revenues	1,791,289	2,285,317	2,575,826	2,820,683	2,440,894	2,500,000	3,500,000	40.0%
EXPENSES								
Transfers Out	1,650,000	1,850,000	2,154,000	2,175,000	1,875,000	2,500,000	4,500,000	80.0%
Total Expenses	1,650,000	1,850,000	2,154,000	2,175,000	1,875,000	2,500,000	4,500,000	80.0%
Net Income	141,289	435,317	421,826	645,683	565,895	-	(1,000,000)	
Beginning Fund balance*	275,393	416,682	851,999	1,273,826	1,919,509	1,428,858	2,538,610	
Ending Fund balance	416,682	851,999	1,273,826	1,919,509	2,485,404	1,428,858	1,538,610	7.7%

2025 Budget Notes: The 2025 budget reflects the increased sales tax of .01% that was adopted by Council in December 2023 and took effect in April 2024. The initial .02% sales tax ballot that was passed in 2017 will expire in 2027. The 2025 budget includes a \$1.25 million transfer to the Streets Operations and Maintenance fund and a \$3.25 million transfer to the Street Repair and Reconstruction fund for capital projects.

ENTERPRISE FUNDS

WATER OPERATIONS

ENTERPRISE FUND 411-411

The Water Division provides 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.

Accomplishments – 2024

Council Priorities

Address Aquifer Issue

Gained source approval for Well 20 from Department of Health and Environmental Protection Agency. The use of Well 20 has reenforced our ability to provide supply and pressure for the Larson Zone.

Gray & Osborne are in the final stages of collecting sampling data from Well 29 and providing a final report on a preferred treatment recommendation.

Communication

The Conservation Program has reduced our summer demands by approximately 8%. This reduction has had a positive effect on our wells pumping levels.

City Sustainability/Collaboration

Water System Plan was completed in August and is now in review stage with other local and state agencies, once completed the final step Council adoption.

Goals - 2025

Council Priorities

City Sustainability

Complete engineering design work for the following projects, Reservoir #10 and Well 29 PFAS Treatment with anticipated construction 2026-2027.

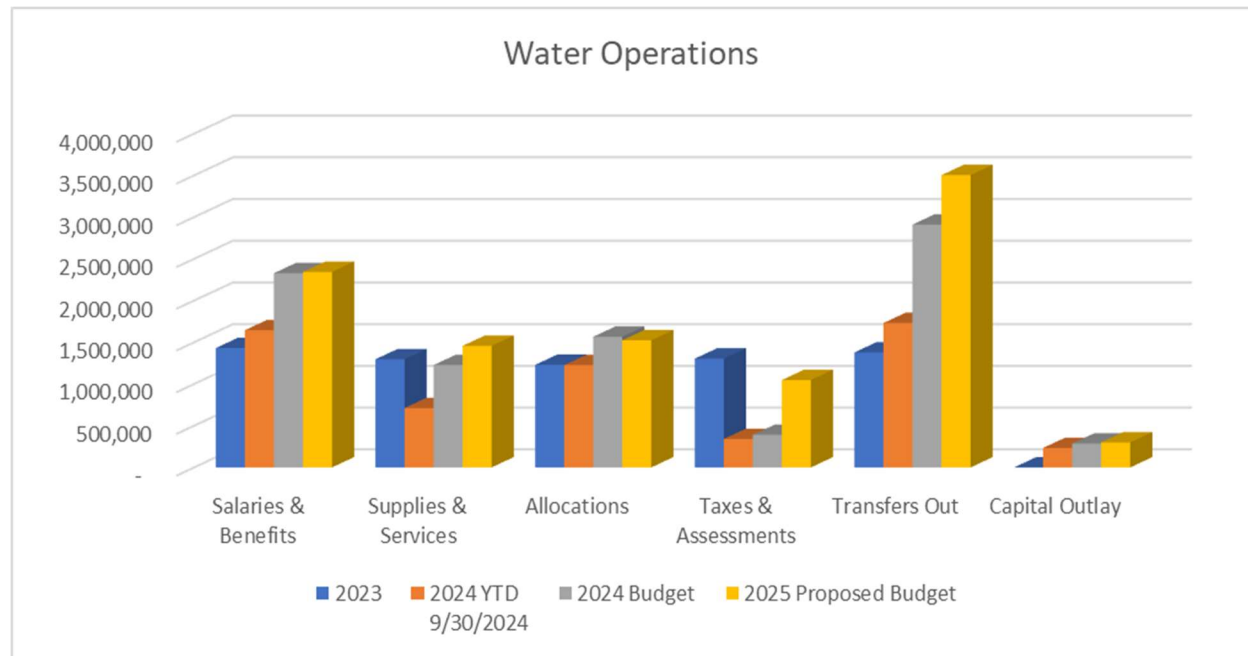
Council adoption of the Water System Plan providing a roadmap for future water projects to meet growth.

Communication

Expand conservation compliance within the community through direct contact, reducing demand allowing for more growth in the community.

Accelerating the Endpoint replacement program allowing more customers the ability to monitor their water usage in real time giving them the ability to track which rate tier they are in and instant leak notification reducing the amount of water wasted.

WATER DIVISION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025	25/24 CHANGE
							REQUESTED BUDGET	
REVENUES								
Utility Taxes	522,234	566,265	589,696	666,529	-	650,000	682,500	5.0%
Water Sales	6,493,133	6,965,686	7,286,518	8,292,107	7,194,248	7,220,500	8,275,000	14.6%
Misc. Other	1,700,431	1,773,512	750,953	659,267	826,773	1,080,237	631,832	-41.5%
Capital Contributions	842,829	1,369,291	590,592	721,970	701,523	850,000	660,000	-22.4%
Total Revenues	9,558,627	10,674,754	9,217,758	10,339,872	8,722,543	9,800,737	10,249,332	4.6%
EXPENSES								
Salaries & Wages	1,031,497	1,157,276	1,060,948	961,497	1,139,157	1,544,440	1,595,232	3.3%
Personnel Benefits	515,472	456,481	485,898	469,663	505,317	783,995	748,585	-4.5%
Operating Supplies	286,231	252,117	725,744	379,429	319,433	407,650	427,800	4.9%
Services	2,012,421	1,702,583	2,074,343	2,221,695	733,129	1,210,800	2,077,148	71.6%
Allocations	1,434,886	1,414,757	1,100,767	1,229,740	1,226,566	1,566,502	1,523,763	-2.7%
Debt Service/Transfers-Out	2,258,825	1,961,500	2,256,124	1,378,704	1,731,500	2,910,250	3,503,800	20.4%
Total Operating Expenses	7,539,332	6,944,715	7,703,824	6,640,728	5,655,102	8,423,637	9,876,328	17.2%
One-time expenses	-	-	-	-	-	-	-	0.0%
Capital Outlay	65,129	88,160	-	-	233,519	286,000	365,000	27.6%
Total Expenses	7,604,461	7,032,875	7,703,824	6,640,728	5,888,621	8,709,637	10,241,328	17.6%
Net Income	1,954,166	3,641,879	1,513,934	3,699,144	2,833,922	1,091,100	8,004	
Beginning Fund balance*	1,202,751	3,156,917	6,798,796	8,312,730	12,011,874	3,200,523	7,745,138	
Ending Fund balance	3,156,917	6,798,796	8,312,730	12,011,874	14,845,797	4,291,623	7,753,141	80.7%
Staffing FTE	14.0	15.0	13.2	13.7	13.7	20.0	19.7	



2025 Budget Notes: Water Division is requesting to spend \$45,000 to purchase a Techta Coliform Sampler to replace existing equipment, \$20,000 for SCADA system equipment & licensing upgrades and \$300,000 for meter stock to have on hand for new development installations.

WASTEWATER OPERATIONS**ENTERPRISE FUND 412-412**

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.

Accomplishments – 2024***Council Priorities***

Completed and Adopted Comprehensive General Sewer Plan. ***Collaboration / City Sustainability***

Northshore Lift Station completed. ***City Sustainability***

Work will Conservation District on identifying lake front septic systems for removal. ***Collaboration / Preserve Lake Health and Access***

All Divisional Reporting to Department of Ecology Completed. ***Communication***

Organize Confined Space Training for Operations and Parks Staff. ***Communication / Collaboration***

Staff participated with other departments in public outreach at the Grant County Fair. ***Communication / Collaboration***

Division Staff have cleaned over 192 miles gravity sewer line entering the 4th quarter of 2024. ***City Sustainability- Maintain existing facilities***

Goals - 2025***Council Priorities***

Update sewer development charges for sustainability of the Division. ***City Sustainability***

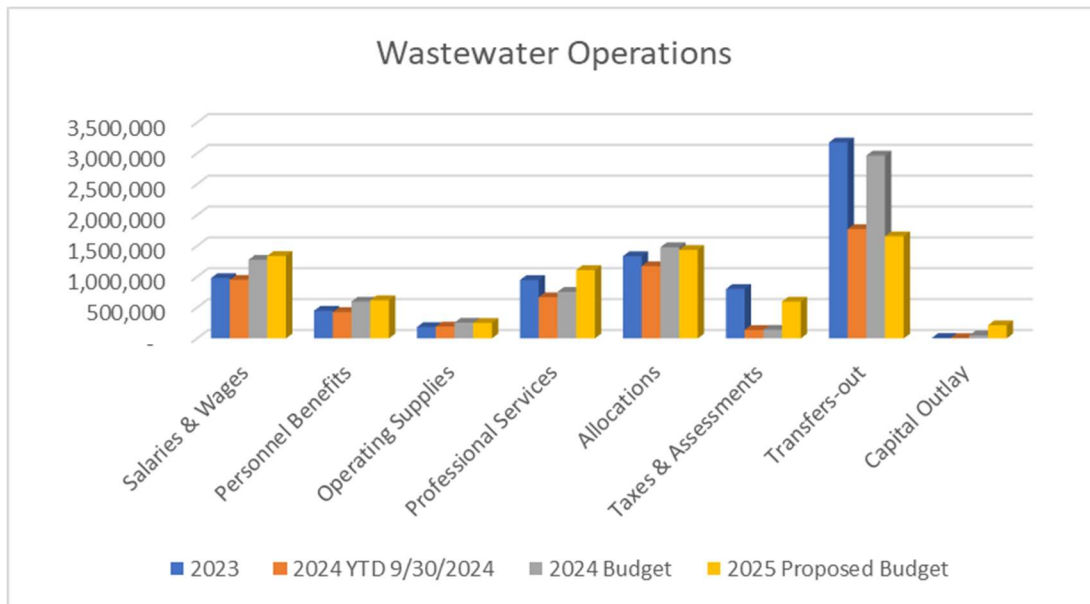
Continued Public Outreach focused on FOG (Fats-Oils-Greases) and flushable wipes from entering the wastewater system. ***Communication***

Update the Treatment Facility(s) Plan. ***City Sustainability- Maintain existing facilities.***

Update SCADA system. Repair / Update Larson WWTP PLC (Programable Logic Control) & Dunes WWTP communication system. ***City Sustainability- Maintain existing facilities.***

Security Gate installation at COF. Upgrade existing and installation of new security camera system at Larson WWTP, Dunes WWTP, and COF. ***Crime Reduction – Maintain existing facilities.***

WASTEWATER DIVISION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Utility Taxes	409,694	448,962	440,745	492,541	-	475,000	498,750	5.0%
Sewer/Reclaimed Water Sales	4,878,020	5,313,692	5,170,984	5,843,419	4,967,324	5,626,950	6,401,500	13.8%
Misc. Other	5,100	12,300	14,000	12,300	18,109	20,000	18,000	-10.0%
Capital Contributions	672,274	847,645	271,163	367,289	286,858	910,000	320,000	-64.8%
Total Revenues	5,965,088	6,622,599	5,896,892	6,715,549	5,272,291	7,031,950	7,238,250	2.9%
EXPENSES								
Salaries & Wages	816,138	858,634	837,758	978,915	949,736	1,274,642	1,337,870	5.0%
Personnel Benefits	453,003	401,231	418,239	447,992	427,247	598,274	619,342	3.5%
Operating Supplies	127,281	160,921	242,209	185,664	191,997	255,800	251,400	-1.7%
Professional Services	994,997	524,429	779,126	946,582	668,242	754,455	1,107,850	46.8%
Allocations	1,277,605	1,469,253	1,523,744	1,333,536	1,171,121	1,478,446	1,434,169	-3.0%
Taxes & Assessments	578,180	535,470	689,109	802,074	137,479	141,200	598,260	323.7%
Transfers-out	2,178,755	1,978,650	4,163,224	3,176,196	1,772,750	2,965,250	1,656,550	-44.1%
Capital Outlay	36,917	21,290	118,563	7,448	6,389	49,500	213,500	331.3%
Total Expenses	6,462,877	5,949,878	8,771,973	7,878,407	5,324,961	7,517,567	7,218,941	-4.0%
Net Income	(497,789)	672,721	(2,875,080)	(1,162,857)	(52,670)	(485,617)	19,309	
Beginning Fund balance*	984,069	486,280	1,159,001	(1,716,079)	(2,878,936)	1,879,673	2,888,859	
Ending Fund balance	486,280	1,159,001	(1,716,079)	(2,878,936)	(2,931,606)	1,394,056	2,908,168	108.6%
Staffing FTE	11.0	11.0	12.7	13.2	13.2	15.6	15.6	



2025 Budget Notes:

\$213,500 is included in Other Improvements for the following; replace the failing PLC, 2 VFD drives, and update the chart recorders at Larson WWTF (\$100,000), purchase and installation of automatic facility entrance gate at COF (\$30,000), repair the failed telemetry system and update the chart recorders at the Dunes WWTF (\$40,000), and install and/or update of security cameras at COF, Larson and Dunes WWTF (\$15,000), and SCADA computer/monitor replacement and equipment and licensing upgrades.

SANITATION

ENTERPRISE FUND 490-490

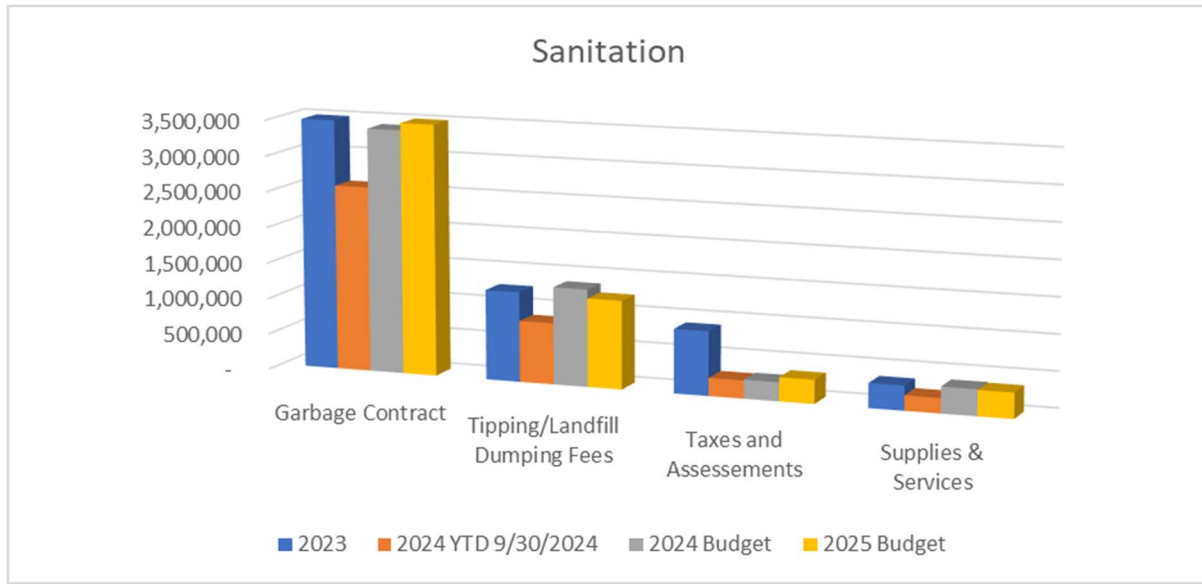
The overarching goal of the Solid Waste utility is to protect the public health and safety of all residents of the City by providing quality solid waste services that are efficient, cost effective and environmentally responsible. This is accomplished through a contract with Lakeside Disposal, which collects 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 2.6% 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 2025.

We have been without a yard waste program since 2020 when the former provided decided not to renew the contract. We have reviewed options in prior years, but other priorities have taken precedent, and we need to revisit our options in the near future. 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 2025 budget.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES	4,635,921	5,380,167	5,657,414	6,522,253	4,926,710	5,125,000	5,688,750	11.0%
EXPENSES	4,318,647	5,006,097	5,423,286	5,966,940	3,887,161	5,372,800	5,973,390	11.2%
Net Income/(Loss)	317,274	374,069	234,128	555,313	1,039,549	(247,800)	(284,640)	
Beginning Fund balance*	255,000	572,274	946,343	1,180,472	1,735,785	2,252,404	2,626,241	
Ending Fund balance	572,274	946,343	1,180,472	1,735,785	2,775,333	2,004,604	2,341,601	16.8%



2025 Budget Notes: We are not requesting a rate increase in sanitation fees in 2025 due to a sufficient reserve balance in the Sanitation fund. We will continue to monitor performance of the fund and evaluate whether a rate increase is needed in 2026. The contract with Lakeside Disposal for solid waste services will expire at the end of September 2025. Due to several other priorities in Finance, we are recommending an extension of the existing contract with Lakeside. Once implementation of the new ERP system is completed, we recommend issuing an RFQ/RFP for solid waste services and a yard waste program.

STORMWATER OPERATIONS

ENTERPRISE FUND 412-412

The City's Stormwater Division manages a stormwater utility comprised of pipes, catch basins, manholes, drywells, and other treatment facilities designed to treat and convey stormwater from impervious surfaces to outfalls in Moses Lake or groundwater infiltration structures. Effective operation of the stormwater system requires ongoing maintenance, public involvement, and continuous improvement as development increases and understanding of stormwater impacts and interventions evolves.

The City of Moses Lake is permitted under the Eastern Washington Phase II Municipal Separate Storm Sewer Systems Permit (EWA Phase II MS4 Permit), which applies to owners or operators of MS4s in eastern Washington with a population of over 10,000.

The stormwater system operates under the EWA Phase II MS4 Permit and consists of approximately 3600 structures, 91 outlets and/or outfalls, 32 miles of storm pipe, and various stormwater facilities owned and operated by the City. The City's Stormwater Division, a branch of the Municipal Services Department, manages the stormwater programs and policies. This division is also responsible for the stormwater system operations and maintenance, as well as street sweeping the entire network of roadways within the city limits.

Accomplishments – 2024

Council Priorities

During 2024 the Stormwater Division along with Evergreen Storm H2O completed the required update to the City of Moses Lake Operations and Maintenance Manual. This 128-page manual outlines the tasks required under the permit conditions to maintain and operate a successful stormwater utility. ***Manage and Encourage City Growth, Preserve Lake Health and Access, Collaboration***

The Stormwater Comprehensive plan is also underway, and the plan is nearing 80% completion. The introduction, regulatory requirements, utility program, execution plan, and gap analysis chapters have been completed and staff is working towards completion of the remaining 3 chapters of the comprehensive plan. These remaining chapters include the Capital improvement plan, receiving waters prioritization and financing and rates. ***Manage and Encourage City Growth, Preserve Lake Health and Access, Collaboration***

The division also performed sweeping of the entire network multiple times; at the time this document was created the network has been swept 5 times with an additional sweeping planned in fall of 2024. Over 200 tons of materials has been captured and prevented from entering the stormwater network and potentially Moses Lake. ***Enhancing Corridors, Preserve Lake Health and Access***

The division is required to perform education and outreach activities, during 2024 staff presented at the Grant County Fair, State of the Lake Meeting, and Business after hours. Guidance documents were created and were distributed to engineers, developers and public. A mailing list has been prepared and informative materials are being created to target restaurants, carpet cleaners, and construction companies. These materials will be deployed in 2025 as part of the education and outreach. ***Manage and Encourage City Growth, Collaboration, Communication***

Throughout 2024 1,785 inspections of stormwater assets have been conducted. These inspections include cleaning of structures or piping, visual inspection of condition, and other metrics the division uses to assess maintenance criteria. **Preserve Lake Health and Access, Enhancing Corridors, City Sustainability**

2024 also saw a large drop in the number of Illicit discharges into the stormwater system. These discharges are often from vehicle accidents, construction activities and or illegal dumping. This decrease in the number of discharges is directly connected to the increased outreach that has been performed with the private and public sectors. Coordination and increased communication between divisions such as fire, code enforcement, and police have led to a reduction in discharges by providing notice of the discharge allowing staff to remedy the situation before it enters the system. **Collaboration, Communication, Enhancing Corridors**

Goals - 2025

Council Priorities

The completion of video inspecting the entire stormwater network. **Preserve Lake Health and Access**

Increasing the amount of sweeping to reduce the amount of 6PPD and debris introduced into water bodies. **Preserve Lake Health and Access, Collaboration, Communication**

Updates to the Camera system and vehicle that support video inspection. **Preserve Lake Health and Access**

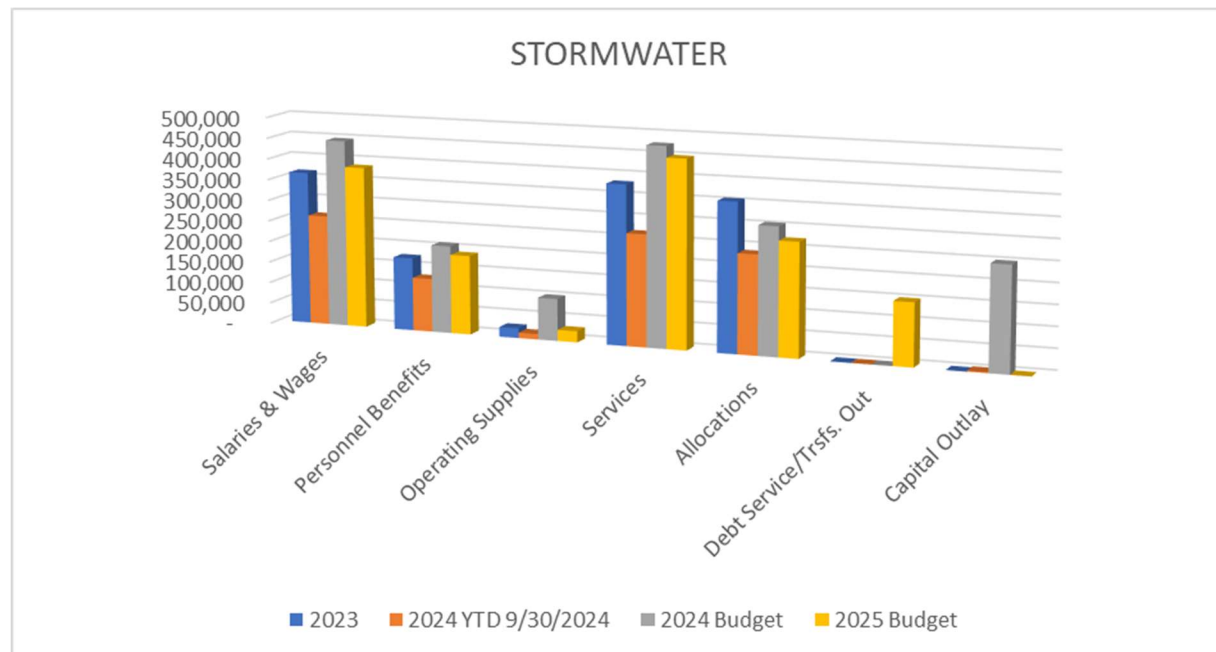
Completion of the Stormwater Comprehensive plan. **Preserve Lake Health and Access, City Sustainability, Manage and Encourage City Growth**

Increased public outreach. **Preserve Lake Health and Access, Communication, Collaboration**

The division would also like to fill the Stormwater Coordinator role to continue to meet the requirements of the Stormwater Permit and collaborate regionally with the members of the Eastern Washington Stormwater Group. **Preserve Lake Health and Access, Collaboration, Communication**

Additional inspections of construction sites will be performed to continue to drive down the number of Illicit discharges the division faces during the construction season. **Communication, Collaboration**

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Utility Tax	95,581	98,602	102,246	113,627	-	110,000	115,500	5.0%
Intergovernmental	0	0	0	132,500	-	463,547	-	-100.0%
Charges for Services	978,355	986,419	1,018,540	1,133,864	913,139	1,100,000	1,200,000	9.1%
Other Misc.	357,659	654,452	-	17,414	-	-	-	0.0%
Total Revenues	1,431,595	1,739,472	1,120,785	1,397,405	913,139	1,673,547	1,315,500	-21.4%
EXPENSES								
	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 BUDGET	25/24 CHANGE
Salaries & Wages	294,158	302,624	228,251	364,613	262,153	446,366	384,210	-13.9%
Personnel Benefits	147,654	133,167	126,415	173,744	127,205	208,626	188,533	-9.6%
Operating Supplies	10,989	6,086	13,584	23,168	12,892	100,000	26,700	-73.3%
Services	366,519	136,537	174,006	380,882	266,805	475,350	448,400	-5.7%
Allocations	408,314	348,510	279,789	355,628	236,492	304,490	271,675	-10.8%
Debt Service/Trsfs Out	-	-	-	-	-	-	150,000	
Capital Outlay	85,754	70,611	-	-	2,403	250,000	-	-100.0%
Total Expenses	1,313,388	997,534	822,044	1,298,035	907,951	1,784,832	1,469,518	-17.7%
Net Income	118,207	741,938	298,741	99,370	5,188	(111,285)	(154,018)	
Beginning Fund balance*	496,447	614,654	1,356,592	1,655,333	1,754,703	908,145	897,322	
Ending Fund balance	614,654	1,356,592	1,655,333	1,754,703	1,759,891	796,860	743,304	-6.7%
Staffing FTE	4.1	4	4	4.7	5.2	5.2	5.2	



2025 Budget Notes: There are currently no budget requests other than the reintroduction of the stormwater permit coordinator position, formerly the Stormwater Manager Position. This would have an overall impact on the budget of roughly \$116,000 in wages and benefits but does not include costs for training or equipment that would be required.

During the 2024 budget season two manager positions were combined to create one manager over both the Streets and Stormwater divisions. Inadvertently, the Stormwater Manager FTE was removed from the budget rather than held over as a placeholder for further restructuring and job description revision. Throughout this fiscal year, the Street and Stormwater Manager has assumed the job duties of both positions – but the accidental removal of the stormwater FTE has created a large gap in the execution of the stormwater permit process.

The Stormwater Division is requesting to add the removed FTE back into the budget and allow for the creation of the “Stormwater Program Coordinator” position. The budget impact to add this position is roughly \$116,000 in salaries and benefits, plus \$5,000 for computer and other necessary equipment for the position. The position is not currently included in the 2025 budget.

The Stormwater budget is using \$154,018 in ending fund balance. Until fees are restructured to ensure annual revenues equal or exceed annual expenditures, no additional positions will be added.

**MOSES LAKE MUNICIPAL AIRPORT
ENTERPRISE FUND – 495-495**

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.

Accomplishments - 2024

Council Priorities

- Airport has been mowed and had some vegetation control applications.
- Added new tenants to the airport.
- Municipal Hangar Road was graded and had dust treatment.

Goals - 2025

Council Priorities

- Plant Buffalo Grass or comparable grass seed in the infield of the airport that does not require much water.
- Adopt a thorough vegetation control program to keep weeds at bay.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Leases	30,311	23,688	30,630	32,168	62,102	69,834	77,952	11.6%
Grants/Transfers-In	-	-	174,450	-	147,893	-	-	0.0%
Total Revenue	30,311	23,688	205,079	32,168	209,995	69,834	77,952	11.6%
EXPENSES								
Supplies	2,367	4,914	2,276	360	4,942	3,000	11,500	283.3%
Services	25,883	23,517	45,305	71,123	47,075	65,548	60,177	-8.2%
Total Operating Expenses	28,250	28,431	47,581	71,483	52,017	68,548	71,677	4.6%
Capital Outlay	0	0	152,575	0	0	0	-	0.0%
Debt Service/Interest Exp.	0	0	0	-	158,937	10,702	-	-100.0%
Total Expenditures	28,250	28,431	200,156	71,483	210,954	79,250	71,677	-9.6%
Net Income/(Loss)	2,061	(4,743)	4,923	(39,315)	(959)	(9,416)	6,275	
Beginning Fund balance*	96,903	98,964	94,221	99,144	59,829	49,349	42,568	
Ending Fund balance	98,964	94,221	99,144	59,829	58,871	39,933	48,843	22.3%

2025 Budget Notes: The City Council authorized repayment of the WSDOT CARB Loan in full in 2024, thereby eliminating the annual repayments of approximately \$10,700. The city budgets 25% of the Engineering Administrative Technicians time to the Airport budget but actual time is tracked and charged to the airport. Other staff time is charged when work is performed via invoice.

AMBULANCE**ENTERPRISE FUND 498-498**

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

Accomplishments – 2024

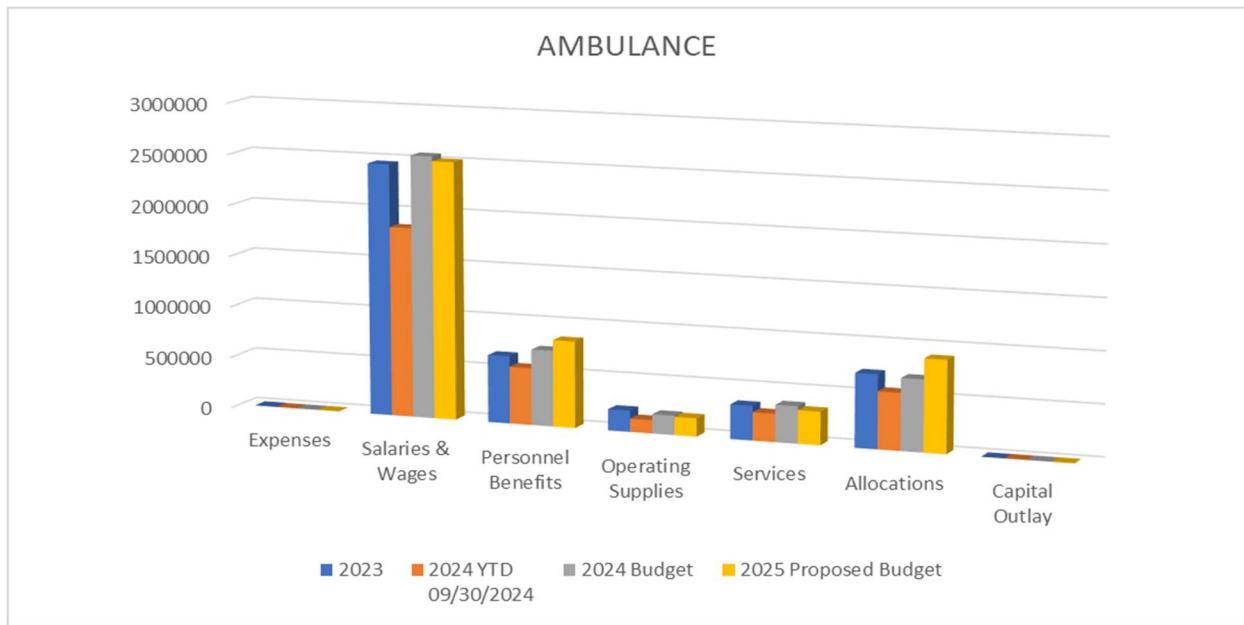
- CARES program fully implemented and has had a positive effect on reducing frequent 9-1-1 caller use of the system. The CARES program has directly impacted the availability of medic units in a positive manner without increasing staffing or reliance on overtime.
- Completed the Ground Emergency Medical Transport, (GEMT), audit.
- Responded to 3,350 emergency medical calls year to date (January – September).
- Provided single resource support for mobilization fires which has provided an additional revenue stream that wasn't previously available to the City.

Goals – 2025

- Expand the CARES program in conjunction with the opioid abatement program. This program expansion is expected to have a positive impact on responses for overdoses in our community and we hope to use this program to reduce overdose responses by both the fire and police departments.
- Work with Washington State resources in expanding our single resource response capability to expand the revenue stream for this program.
- Continue to work with Washington Health Care Authority in the GEMT program.
- Increase class offerings for Cardio-pulmonary Resuscitation (CPR) training and Automated External Defibrillation (AED) training in the community.

The City is proposing a Feasibility Study to form a Regional Fire Authority for Fire and Rescue (Ambulance) Services. This is a long-range plan that potentially could involve several jurisdictions and serve a large geographic area. This concept would provide a higher level of fire service throughout the region. ***City Sustainability/Financial Stability***

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	763,867	714,804	374,700	472,974	611,470	642,500	743,500	15.7%
Ambulance Services	2,580,539	2,863,124	3,319,881	3,408,990	2,821,107	3,323,000	3,795,000	14.2%
Other Misc.	59,592	26,187	13,840	96,635	31,478	-	-	0.0%
Transfers In	58,613	-	117,705	458,962	261,451	590,000	70,586	-88.0%
Total Revenues	3,462,611	3,604,115	3,826,126	4,437,561	3,725,507	4,555,500	4,609,086	1.2%
EXPENSES								
Salaries & Wages	1,550,110	1,980,408	1,955,943	2,457,720	1,848,561	2,556,420	2,510,145	-1.8%
Personnel Benefits	477,385	495,836	586,557	656,549	554,757	737,599	842,283	14.2%
Operating Supplies	147,519	168,756	251,590	206,371	129,194	186,500	177,000	-5.1%
Services	210,666	245,815	281,313	334,034	272,835	358,730	322,500	-10.1%
Allocations	764,243	617,447	690,054	715,497	553,664	694,455	894,312	28.8%
Capital Outlay	113,748	56,009	148,049	-	-	-	-	0.0%
Total Expenses	3,263,671	3,564,272	3,913,506	4,370,171	3,359,011	4,533,704	4,746,239	4.7%
Net Income	198,940	39,843	(87,380)	67,390	366,496	21,796	(137,153)	
Beginning Fund balance	918,903	1,117,843	1,157,686	1,070,306	1,137,696	277,166	1,379,400	
Ending Fund balance	1,117,843	1,157,686	1,070,306	1,137,696	1,504,192	298,962	1,242,248	315.5%
Staffing FTE	15.0	16.5	20.2	20.2	20.2	20.7	20.9	



2025 Budget Notes: The 2025 budget request for Ambulance is largely “flat” in comparison with the 2024 budget and no requests for personnel or capital projects has been made in this budget.

INTERNAL SERVICE FUNDS

UNEMPLOYMENT COMPENSATION

EMPLOYEE BENEFIT FUND – 501-501

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, Police, Fire and Ambulance, Streets, Water, and Fleet Maintenance. In 2023 and 2024, the budget is set with the actual assumed usage charged back to the applicable operation.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Internal Service Charges	61,352	46,307	106,999	84,996	108,000	144,000	106,373	-26.1%
Total Revenues	61,352	46,307	106,999	84,996	108,000	144,000	106,373	-26.1%
EXPENSES								
Unemployment Expense	63,148	30,831	85,788	30,707	39,444	90,000	50,000	-44.4%
Total Expenses	63,148	30,831	85,788	30,707	39,444	90,000	50,000	-44.4%
Net Income	(1,796)	15,476	21,211	54,289	68,556	54,000	56,373	
Beginning Fund balance*	37,525	35,729	51,205	72,416	126,705	104,431	206,664	
Ending Fund balance	35,729	51,205	72,416	126,705	195,260	158,431	263,037	66.0%

2025 Budget Notes: The budget has been set to reflect the average of actual payouts since 2020.

RISK MANAGEMENT

RISK MANAGEMENT FUND – 503-503

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.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Internal Service Charges	802,523	873,800	1,012,000	1,522,650	2,205,784	2,165,000	2,471,240	14.1%
Total Revenues	802,523	873,800	1,012,000	1,522,650	2,205,784	2,165,000	2,471,240	14.1%
EXPENSES								
Insurance Premiums	634,977	726,295	901,941	1,372,631	1,951,412	1,950,987	2,219,240	13.7%
Miscellaneous	245,583	94,780	158,177	445,691	9,015	252,000	252,000	0.0%
Total Expenses	880,560	821,075	1,060,118	1,818,322	1,960,427	2,202,987	2,471,240	12.2%
Net Income	(78,037)	52,725	(48,118)	(295,672)	245,357	(37,987)	-	
Beginning Fund balance*	434,019	355,982	408,706	360,589	64,916	231,097	399,854	
Ending Fund balance	355,982	408,706	360,589	64,916	310,274	193,110	399,854	107.1%

2025 Budget Notes: The budget has been set to reflect the estimated increase in insurance premiums of 16.2% as provided by a preliminary WCIA assessment notice received in July. The actual insurance premium amount is not known until late December or early January when the invoice is submitted.

The vehicle and inland marine deductibles are being increased based on the claims processed with WCIA in 2024. The increase in deductibles will also decrease the time involved for staff to monitor and update accurate value of vehicles and equipment that are listed on the property schedules under the current deductible. Staff will monitor the effectiveness of this cost savings on the insurance premiums on an annual basis.

TECHNOLOGY SERVICES

INTERNAL SERVICE FUND 517-517

The Technology Services division provides support for computers and other forms of communication throughout the city. The overarching goal of Technology Services 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.

Accomplishments – 2024

IT

- Deployed emergency notification and training program for staff. **Communication**
- Implemented a new system for PC deployment and software update management. **City Sustainability**
- Replaced city network firewall system with new firewall with fault tolerance. **City Sustainability**
- Implement network detection and response cybersecurity system. **City Sustainability**

GIS

- Launched online Permit Portal. **Collaboration/Customer Service**
- Upgraded GIS server and operating infrastructure. **Collaboration/Customer Service**

Goals - 2025

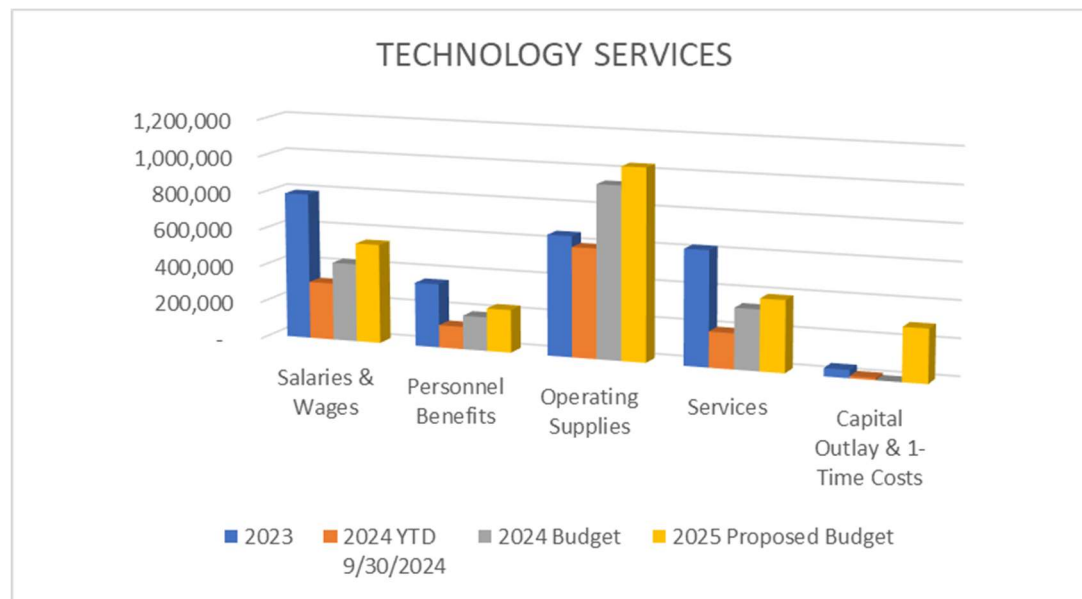
IT

- Replace critical data storage units for virtual server environment. **City Sustainability**
- Replace city phone system. **City Sustainability, Communication**
- Address Council Chambers Audio/Visual pain points. **City Sustainability**
- Roll out and train city staff on password management system. **City Sustainability**

GIS

- Integrate new ground penetrating radar unit into process for updating older and less reliable data in GIS system. **City Sustainability**
- Analyze data needs of the community and city staff to create new and/or more efficient ways to provide GIS data. **Communication**

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	78,233	-	-	-	11,266	-	-	0.0%
Internal Service Charges	2,168,776	1,823,800	2,097,410	2,671,680	1,440,608	1,920,810	2,383,230	24.1%
Miscellaneous Revenue	157,213	128,099	218,493	169,632	55,973	74,630	-	0.0%
Transfers-In	0	0	0	0	0	0	127,500	0.0%
Total Revenues	2,404,222	1,951,899	2,315,903	2,841,312	1,507,846	1,995,440	2,510,730	25.8%
EXPENSES								
Salaries & Wages	512,843	585,479	576,096	789,923	309,012	423,778	538,010	27.0%
Personnel Benefits	237,796	261,619	271,740	344,481	121,703	182,665	231,498	26.7%
Operating Supplies	459,621	234,545	633,813	651,236	593,482	936,222	1,038,041	10.9%
Services	792,915	909,526	619,003	622,535	192,616	327,910	386,032	17.7%
Total Operating Expenses	2,003,175	1,991,170	2,100,652	2,408,175	1,216,814	1,870,575	2,193,581	17.3%
Capital Outlay & One-time Expenditures (not included above)								
One-time Expenditures	-	-	-	-	-	-	-	0.0%
Capital Outlay	255	51,713	-	43,488	11,266	-	289,000	0.0%
Total Expenditures Requested	2,003,430	2,042,882	2,100,652	2,451,663	1,228,080	1,870,575	2,482,581	32.7%
Net Income	400,792	(90,983)	215,251	389,649	279,766	124,865	28,149	
Beginning Fund balance	499,337	900,129	809,146	1,024,397	1,414,045	802,796	1,507,991	
Ending Fund balance	900,129	809,146	1,024,397	1,414,045	1,693,812	927,661	1,536,140	65.6%
Staffing FTE	2.0	3.0	3.0	4.0	4.0	4.0	5.0	



2025 Budget Notes:

- Replacement Domain Controller: Our current core domain controller server is aging out and will need replacement in 2025.
- Hyper-V Storage Cluster: The majority of the city’s “servers” run in a virtualized environment, meaning they share CPU, memory, and storage of a physical “host” server, running many virtualized instances of servers per host. (We currently have 2 Hyper-V host servers for redundancy and performance.) Storage for our Hyper-V hosts is separate from the host servers.

The storage arrays for our Hyper-V environment need replacement to improve performance and reliability.

- Voice-over-IP phone system: The city's current phone system is being discontinued by Lumen in 2028. We will need to replace the system before that time. This process includes establishing service with and transferring phone numbers to a new vendor, replacing all phone handsets, and acquiring an alternate communications solution for analog communication lines (e.g. fax). Project is dependent upon additional staffing, as requested below.
- Council Chambers AV Upgrade: There are two significant problems with AV in the council chambers: audio from microphones in the room is getting progressively more erratic and existing AV equipment infrastructure as not designed with meeting software in mind, causing problems for both users in the room and those trying to join remotely. Resolving these issues will require engaging our AV vendor, Avidex, to resolve and likely replacement hardware.
- Additional IT staffing: The City of Moses Lake is a very complex data and computing environment that has become ever more complex over time. The IT division supports no less than 23 divisions across 8 departments, all with unique line-of-business requirements and needs. As intelligent and versatile as existing IT staff may be, the current number of staff is insufficient to fully support the city's technological needs. Additional staff would allow the IT division to continue offering the high-quality support expected by city staff, refocus existing IT staff on building momentum toward necessary project completion, and provide an avenue for interdivisional cross training as a bulwark against single points of expertise. A request for an Enterprise Applications Specialist has been included in the budget after the budget workshop held on December 5, 2024. This position will be a temporary, two-year position to support the Tyler ERP System implementation and will increase the budget by just under \$143,000. To assist in offsetting this cost, ARPA funds are being utilized for the salaries and benefits costs of the current IT Systems Administrator for 2024, 2025 and a portion of 2026.
- Additional GIS staffing: The Geographic Information System (GIS) staff has seen an increased workload over the last several years both in their core GIS mapping responsibilities as well as support of related data systems such as CityWorks and Centricity Portal (permitting). CityWorks and related systems support currently take up between .5 and .75 FTE (depending on what city initiatives are underway) making it difficult to make progress on much needed GIS projects with current staffing levels. In addition to workload, there is expertise isolation from lack of cross training options. Request is for a GIS Tech II and a GIS Intern (3-month temporary).

EQUIPMENT REPAIR & REPLACEMENT (FLEET)

INTERNAL SERVICE FUND 519-519

Fleet Management is responsible for purchasing, maintaining, and disposing of city owned vehicles and equipment. Our main objective is to preserve a pro-active and economical preventative maintenance program that provides clean, dependable vehicles and equipment to city staff in addition to reducing the costs associated with major mechanical repairs due to the lack of proper maintenance.

Accomplishments – 2024

Council Priorities

Designed and executed a preventative maintenance program for accurately tracking city vehicle and equipment use to ensure maintenance is performed efficiently and at the proper service intervals. **City Sustainability**

Introduced state-of-the-art Fleet Management Software to streamline record keeping, parts inventory, and financial reporting. **City Sustainability**

Created and implemented standard operating procedures to provide better service for, and communication with, other city departments. **City Sustainability, Communication, Customer Service**

Assembled two vehicle motor pools to promote better utilization of low use city vehicles by making them available to all city employees rather than only employees of one specific department. **City Sustainability, Collaboration. Customer Service**

Goals - 2025

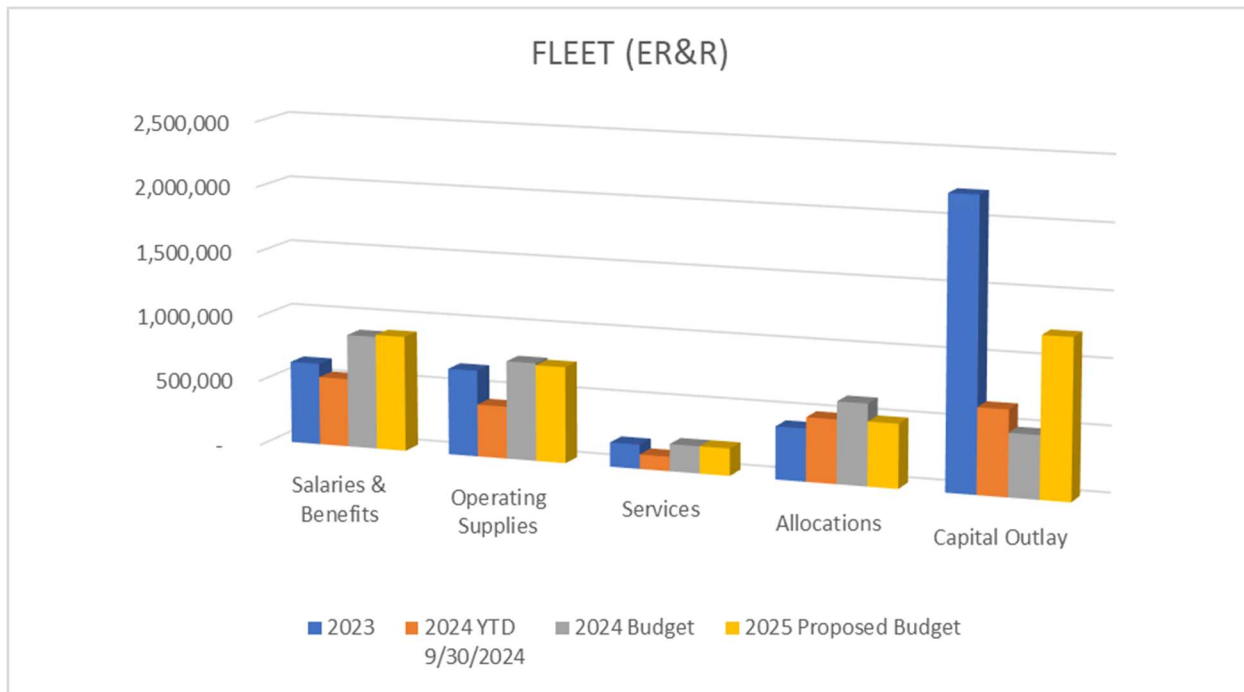
Council Priorities

Fleet Management will continue with a commonsense approach to the business of vehicle and equipment maintenance and repair. **City Sustainability**

By educating staff, investing in modern diagnostic tools, sourcing more economical suppliers, and eliminating department policies and procedures that have proved to be costly and ineffective, Fleet Management will reduce overall expenses, increase efficiency, and elevate our service to the next level. **City Sustainability, Financial Stability**

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	44	0	0	0	0	0	-	0.0%
Charges for services	4,244,507	3,079,919	2,744,410	2,881,153	2,780,068	3,691,960	3,643,690	-1.3%
Other Misc.	1,990,512	1,107,095	232,349	25,513	8,292	-	-	0.0%
Transfers-In	0	0	0	280,000	0	0	-	0.0%
Total Revenues	6,235,063	4,187,014	2,976,758	3,186,666	2,788,360	3,691,960	3,643,690	-1.3%

EXPENSES								
Salaries & Wages	344,345	424,684	421,229	446,883	363,256	584,262	595,880	2.0%
Personnel Benefits	157,041	159,649	167,839	180,591	160,810	283,380	286,735	1.2%
Operating Supplies	404,549	516,454	824,401	660,485	400,123	749,750	735,250	-1.9%
Services	192,529	166,332	126,119	185,015	109,890	207,400	207,600	0.1%
Allocations	985,446	330,300	385,290	401,420	486,725	622,195	488,426	-21.5%
Debt Service	304,031	92,392	23,098	-	-	-	-	0.0%
Capital Outlay	3,061,441	2,709,829	1,866,227	2,216,351	652,865	480,000	1,044,500	117.6%
Total Expenses	5,449,382	4,399,639	3,814,203	4,090,745	2,173,668	2,926,987	3,358,391	14.7%
Net Income	785,681	(212,626)	(837,445)	(904,079)	614,692	764,973	285,299	
Beginning Fund balance*	2,682,239	3,467,920	3,255,295	2,417,850	1,513,771	1,513,423	2,992,291	
Ending Fund balance	3,467,920	3,255,295	2,417,850	1,513,771	2,128,463	2,278,396	3,277,589	43.9%
Staffing FTE	7.0	7.0	7.7	8.2	8.2	7.5	7.5	



2025 Budget Notes: The budget includes \$150,500 carryover from 2024 vehicle orders that have not yet been received. Additionally, the budget includes the purchase of two replacement dump trucks at a cost of \$688,000 and two new police vehicles for \$206,000. These amounts have been budgeted in the individual departments and funds will be transferred from those departments if the vehicles are approved for purchase and are delivered in 2025. If approved vehicles are not received in 2025, those amounts will be carried forward in future years.

BUILDING (FACILITIES) MAINTENANCE

INTERNAL SERVICE FUND 528-528

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 Administration, Fire Station #1, Fire Station #2, Police Station, Library, Sand Dunes Wastewater Treatment Facility, Larson Treatment Plant, Central Operations Facility, Larson Recreation Center, Firing Range Training Facility, the Municipal Airport Building, and the Open Arms Sleep Center.

Accomplishments – 2024

Council Priorities

The new lighting system has been installed in the Museum as a part of our Energy Savings Performance Contract (ESPC) with the Department of Enterprise Services. ***City Sustainability***

The Civic Center solar system has reached 60% design and is scheduled to be installed in 2025. ***City Sustainability***

The roof on Operations Building 1 has been replaced. ***City Sustainability***

We replaced the aging fire pump at the Sund Dunes Wastewater Treatment Facility. ***City Sustainability***

We have begun retrofitting our lighting fixtures to LED. This will be a multi-year process. ***City Sustainability***

Goals - 2025

Council Priorities

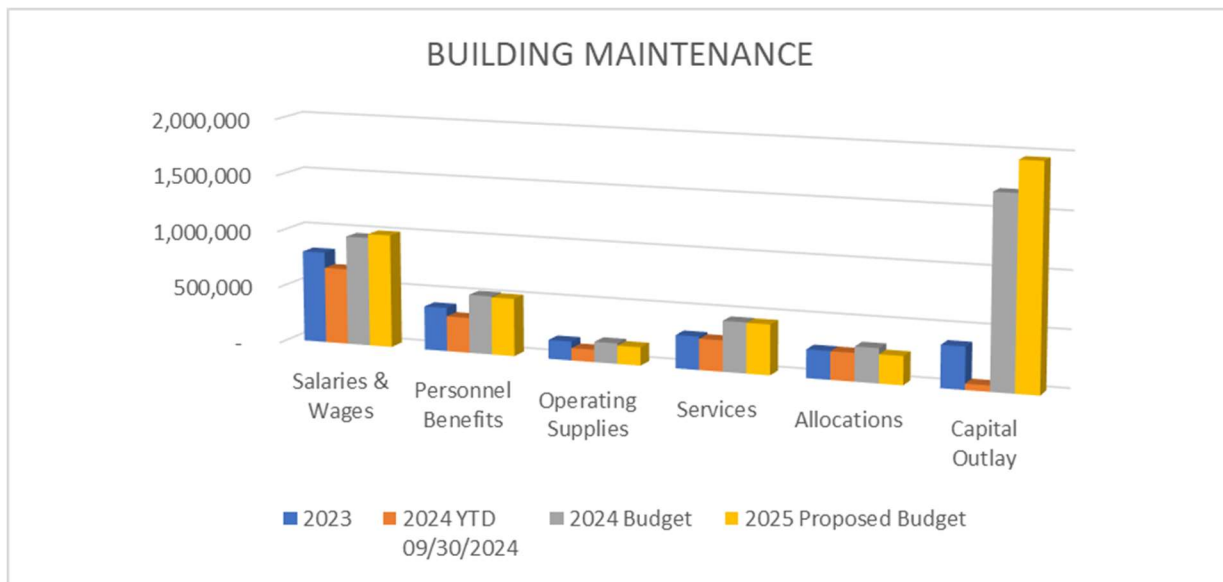
Replacement of the Operations Building 2 roof. ***City Sustainability***

We have been fully staffed on our maintenance crew, but we have not been so fortunate on our custodial crew. We are hoping to fill these positions. ***City Sustainability***

We are looking forward to the completion of the Civic Center Solar project. ***City Sustainability***

	2020 YTD ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	134,621	-	-	-	-	749,238	749,238	0.0%
Charges for Services	3,868,091	2,772,800	2,525,900	1,995,060	1,906,095	2,541,460	2,712,860	6.7%
Other Misc.	96,434	8,428	90,425	2,167	5,252	-	1,800	0.0%
Total Revenues	4,099,146	2,781,228	2,616,325	1,997,227	1,911,346	3,290,698	3,463,898	5.3%

EXPENSES								
Salaries & Wages	640,618	682,921	601,654	805,666	669,355	963,589	997,640	3.5%
Personnel Benefits	341,672	322,816	298,469	384,853	309,907	515,858	506,793	-1.8%
Operating Supplies	129,428	133,169	159,418	165,803	109,374	179,600	160,500	-10.6%
Services	222,783	182,407	212,338	290,484	272,665	442,650	439,725	-0.7%
Allocations	275,000	142,400	163,030	248,244	246,510	302,843	249,979	-17.5%
Debt Service	1,835,088	1,163,064	348,251	-	-	-	-	0.0%
Capital Outlay	344,423	67,089	45,063	368,600	54,307	1,679,550	1,956,533	16.5%
Total Expenses	3,789,013	2,693,866	1,828,223	2,263,651	1,662,117	4,084,090	4,311,170	5.6%
Net Income	310,133	87,362	788,102	(266,424)	249,229	(793,392)	(847,272)	
Beginning Fund balance*	1,141,237	1,451,370	1,538,732	2,326,833	2,060,409	1,886,514	2,970,730	
Ending Fund balance	1,451,370	1,538,732	2,326,833	2,060,409	2,309,639	1,093,122	2,123,458	94.3%
Staffing FTE	12.0	12.0	14.4	15.4	15.4	15.9	15.5	



2025 Budget Notes: The budget includes fund to replace the roof on Operations Building 2 and continue the Civic Center Solar project.

DEBT SERVICE FUNDS

DEBT SERVICE

DEBT SERVICE FUNDS – 282, 286, 450-453, 485 & 487

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 assess property value in our jurisdiction.

The schedule of current debt obligations of the City is:

Type / Fund	Description	Date of Issue	Final Maturity	Original Amount	2025			Annual Payment
					Principal	Interest	Balance	
GO BONDS								
000/286	Ice Rink/Flow Rider/Sinkiuase	7/14/2015	8/1/2026	\$ 2,970,833	\$ 350,000	\$ 28,667	\$ 366,667	378,667
487	Parks Maint. Building	7/14/2015	8/1/2026	594,167	70,000	5,733	73,333	75,733
GO Bonds Totals				<u>\$ 3,565,000</u>	<u>\$ 420,000</u>	<u>\$ 34,400</u>	<u>\$ 440,000</u>	<u>\$ 454,400</u>
LOCAL Borrowing								
000/282	Fire Apparatus	10/15/2020	6/1/2030	\$ 1,634,581	\$ 162,049	\$ 51,061	\$ 940,193	213,110
000/282	Fire Apparatus	11/30/2021	12/1/2031	\$ 695,593	\$ 63,703	\$ 26,051	\$ 457,315	89,754
000/282	Larson Recreation Center	2/15/2021	12/1/2040	8,735,000	305,000	387,875	7,605,000	692,875
LOCAL Pass Thru Total				<u>\$ 11,065,173</u>	<u>\$ 530,752</u>	<u>\$ 464,987</u>	<u>\$ 9,002,507</u>	<u>\$ 995,739</u>
REVENUE BONDS								
452	Operations Complex	9/1/2004	9/1/2024	7,015,000	-	-	-	-
Revenue Bonds Totals				<u>\$ 7,015,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

2025 Budget Notes: The Water and Sewer revenue bonds were paid in full in September of 2024 using the bond reserve funds held in Fund 451 and 453. We recommend closing funds 450, 451, 452, 453, and 485 at the end of 2024 and moving any remaining reserve funds to the enterprise or capital funds. The final payment on the GO Bond will be made in August of 2026.

CAPITAL PROJECT FUNDS

STREET REPAIR & RECONSTRUCTION

CAPITAL FUND 119-119

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

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
REET Tax	870,636	1,778,012	1,336,422	1,114,856	742,225	1,090,000	1,000,000	-8.3%
Intergovernmental	76,083	283,933	138,929	228,911	129,733	1,210,549	7,901,934	552.8%
Charges for Services	12,400	6,600	-	-	-	-	-	0.0%
From TBD	1,650,000	1,850,000	2,154,000	2,175,000	1,425,000	1,900,000	3,250,000	71.1%
Other Miscellaneous	37,328	122,810	419,627	403,450	15,304	50,000	25,000	-50.0%
Total Revenues	2,646,447	4,041,355	4,048,978	3,922,217	2,312,262	4,250,549	12,176,934	186.5%
EXPENSES								
Preservation	990,356	147,844	870,843	151,045	1,238,533	1,513,000	1,500,000	-0.9%
Traffic/Pedestrian	-	488,473	596,150	-	-	-	-	0.0%
Roadway	1,506,311	728,924	5,287,593	1,106,672	609,254	2,038,165	10,250,412	402.9%
Traffic Control Devices	-	-	-	16,164	-	-	-	0.0%
Total Expenses	2,496,666	1,365,240	6,754,585	1,273,881	1,847,788	3,551,165	11,750,412	230.9%
Net Income	149,781	2,676,114	(2,705,607)	2,648,336	464,475	699,384	426,522	
Beginning Fund balance*	960,785	1,110,566	3,786,680	1,081,073	3,729,409	3,138,192	4,110,120	
Ending Fund balance	1,110,566	3,786,680	1,081,073	3,729,409	4,193,884	3,837,576	4,536,642	18.2%

2025 Budget Notes: Street repair and maintenance projects for 2025 include:

- Pavement Preservation - \$1,500,000, reduced by \$400,000. The City applied for Transportation Improvement Board (TIB) grant funds for pavement preservation and were notified on November 22nd that we were awarded \$1,045,618 for this program in 2025. The amount has been included in the budget pending Council’s acceptance of the award. The City’s match for this award is \$209,123.60.

The 2025 capital project expenditures requests include:

- SR17/Yonezawa Blvd. Intersection Improvements - \$6,494,000, additional funding is being sought to reduce the city's portion of this project. This project has currently been awarded STBG grants of \$760,000 in 2023 and an additional amendment of \$1,100,000 for construction was made in 2024. The City's match for the STBG awards is \$251,000. Applications have been submitted for an additional \$300k in SIP grant funding and \$2.5 million in Transportation Improvement Board (TIB) grant funds. On November 22, 2024, the City was notified from the TIB that we were awarded the \$2,500,000 in grant funding for this project, pending Council's acceptance of the grant award. We are still awaiting notification on the SIP grant funding. If we are awarded the SIP grant, the project costs not currently covered by grants would be \$2,134,000 from the Street Reconstruction fund and \$40,000 from the Water Capital fund.
- Westshore Activity Trail Extension - \$56,415
- Nelson Road Corridor Pedestrian Improvements - \$2,176,937 (offset by a Safe Routes to School grant)
- Hamilton Commercial Roadway Improvements – this project has been postponed until 2027 as staff believes there are other treatments that can extend the current life span of the roads.
- Gravel Road Paving Program (Bemis & Sybel St.) - \$70,000
- Western Avenue Reconstruction - \$75,000
- Shoreline Stabilization - \$20,000, reduced \$110,000. Construction has been postponed to 2026.
- SR17/Stratford Road Interchange DDO - \$585,000 – this project is funded by a WSDOT bike/pedestrian grant.
- ADA Ramp Repair & Replacement - \$302,000 - will include the Stratford Road Crossing project.
- Stratford Road Crossing – ADA Repairs & Ramps – This project is combined with the ADA ramp repair & replacement project listed above.
- Valley & Paxson Intersection Control - \$21,000
- Wheeler Road & Road L Roundabout - \$450,060

PARKS & REC IMPROVEMENTS
CAPITAL CONSTRUCTION FUND 314-314

The Parks & Recreation Improvements fund was established for the construction of the Larson Recreation Center.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	-	11,395,352	-	-	-	258,000	-	0.0%
Other Miscellaneous	1,350	6,301	57,862	-	30,836	-	-	0.0%
Transfers In	905,000	-	-	-	-	-	-	0.0%
Total Revenues	906,350	11,401,653	57,862	-	30,836	258,000	-	0.0%
EXPENSES								
Capital Improvements	599,194	4,538,813	6,823,339	-	321,974	269,400	-	0.0%
Total Expenses	599,194	4,538,813	6,823,339	-	321,974	269,400	-	0.0%
Net Income	307,156	6,862,840	(6,765,478)	-	(291,137)	(11,400)	-	
Beginning Fund balance*	199,359	506,515	7,369,354	603,877	603,877	501,074	222,428	
Ending Fund balance	506,515	7,369,354	603,877	603,877	312,739	489,674	222,428	-92.9%

2025 Budget Notes: We are requesting to close this fund in 2025 once we have insured that all outstanding punch list items for the LRC have been completed and all invoices and/or remaining retainage is paid. We are recommending any remaining cash balance in the fund be transferred back to Fund 315 – Parks Mitigation, which contributed \$680,000 to this fund in 2020 to begin the project.

PARKS MITIGATION

CAPITAL IMPROVEMENT FUND 315-315

The Parks Mitigation fund is intended for park improvements or replacement of park equipment.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Charges for Services	74,900	(69,839)	-	3,295	18,670	-	20,000	0.0%
Other Miscellaneous	3,254	235	2,071	0	0	0	-	0.0%
Total Revenues	78,154	(69,604)	2,071	3,295	18,670	-	20,000	0.0%
EXPENSES								
Capital Improvements	-	-	-	-	41,136	-	70,000	0.0%
Transfers Out	680,000	-	0	0	0	0	-	0.0%
Total Expenses	680,000	-	-	-	41,136	-	70,000	0.0%
Net Income	(601,846)	(69,604)	2,071	3,295	(22,467)	-	(50,000)	
Beginning Fund balance*	705,082	103,236	33,632	35,703	38,997	38,024	14,348	
Ending Fund balance	103,236	33,632	35,703	38,997	16,530	38,024	(35,652)	-193.8%

2025 Budget Notes: Funding for this department comes from park mitigation fees (fees in lieu) collected by planning. While the ending fund balance shows that it will end 2025 in the red, we are proposing to close fund 314 at the end of 2024 and transfer any remaining balance in that fund (estimated at \$222,428) into this fund. Prior Council’s authorized the transfer of \$680,000 from this fund to fund 314 in 2020 in order to begin construction of the Larson Recreation Center. The capital improvement in the amount of \$70,000 requested in the 2025 budget is for the xeriscaping medians project to reduce the City’s potable water usage.

COMMUNITY SERVICES CENTER
CAPITAL IMPROVEMENT FUND 316-316

The Community Services Center fund is the capital construction fund for a new police station. Funding has not yet been secured.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Bond Proceeds	0	0	0	-	-	525,000	-	-100.0%
Transfers In	-	-	-	565,019	-	-	-	0.0%
Total Revenues	-	-	-	565,019	-	525,000	-	-100.0%
EXPENSES								
Capital Improvements	-	-	-	640,675	-	515,099	-	-100.0%
Total Expenses	-	-	-	640,675	-	515,099	-	-100.0%
Net Income	-	-	-	(75,656)	-	9,901	-	
Beginning Fund balance*	-	-	-	-	(75,656)	-	-	
Ending Fund balance	-	-	-	(75,656)	(75,656)	9,901	-	-100%

2025 Budget Notes: Funding for a new police station has not yet been secured. This capital construction project is listed on the capital projects summary with a total cost of \$17,297,603 and is listed as bond issuance and/or grant dependent. The design work is complete, but until funding is determined, and source of repayment is identified, the work has been stopped. Design work completed in 2024 was paid for from budget savings in the Police Department from the RedFlex contract delay.

FIRE MITIGATION

CAPITAL IMPROVEMENT FUND 320-320

The Fire Mitigation fund is intended for facilities, improvements or replacement of equipment for the Fire Department.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Fees/Charges for Services	-	-	-	87,021	429,557	-	357,500	0.0%
Total Revenues	-	-	-	87,021	429,557	-	357,500	0.0%
EXPENSES								
Capital Improvements	-	-	-	-	-	-	-	0.0%
Total Expenses	-	-	-	-	-	-	-	0.0%
Net Income	-	-	-	87,021	429,557	-	357,500	
Beginning Fund balance*	-	-	-	-	87,021	-	1,020,361	
Ending Fund balance	-	-	-	87,021	516,578	-	1,377,861	0%

2025 Budget Notes: Funding for this department comes from fire impact or SEPA fees collected by planning. There are currently no budgeted requests for capital items in 2025.

WATER/WELL REMEDIATION

CAPITAL IMPROVEMENT FUND 322-322

The Water/Well Remediation fund is intended for projects to mitigate water supply issues.

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 YTD ACTUAL	2024 BUDGET	2025 REQUESTED BUDGET	25/24 CHANGE
REVENUES								
Intergovernmental	0	0	0	15,287	11,969	-	-	0.0%
Transfers-In	0	0	0	2,000,000	-	500,000	-	-100.0%
Total Revenues	-	-	-	2,015,287	11,969	500,000	-	-100.0%
EXPENSES								
Capital Improvements	-	-	-	164,697	439,571	1,012,000	45,000	-95.6%
Total Expenses	-	-	-	164,697	439,571	1,012,000	45,000	-95.6%
Net Income	-	-	-	1,850,590	(427,602)	(512,000)	(45,000)	
Beginning Fund balance*	-	-	-	-	1,850,590	1,930,429	45,000	
Ending Fund balance	-	-	-	1,850,590	1,422,988	1,418,429	-	-100%

2025 Budget Notes: Funding for this department came from ARPA funds authorized by Council and grant funds for water remediation, however, aside from a contract with Aspect Consulting for some follow-on work, there are no other contracts obligating these funds. Therefore, the City is reallocating money not already spent from this fund to other projects or staffing costs that meet the U.S. Treasury’s definition of obligated ARPA funds.

STORMWATER CONSTRUCTION

CAPITAL CONSTRUCTION FUND 393-393

This fund will be used for capital construction projects for Stormwater. This is a new fund we are recommending be established in 2025.

	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	REQUESTED	CHANGE
							BUDGET	
REVENUES	-	-	-	-	-	-	150,000	0.0%
EXPENSES	-	-	-	-	-	-	95,000	0.0%
Net Income/(Loss)	-	-	-	-	-	-	55,000	
Beginning Fund balance*	-	-	-	-	-	-	-	
Ending Fund balance	-	-	-	-	-	-	55,000	0.0%

2025 Budget Notes: As stormwater projects increase, we are recommending establishment of a Stormwater Capital fund. This fund will be similar to the Water and Wastewater capital construction funds and will be funded by a transfer from the Stormwater Operations fund. The 2025 budget includes requests for the following projects:

- Hamilton Commercial Roadway Roadway Improvements – Reduced \$109,800 – this project has been postponed until 2027. Staff believes other treatments can extend the life span of the three roads.
- Western Avenue Reconstruction - \$10,000
- Gravel Road Paving Program – Bemis & Sybel Street - \$10,000
- Boardwalk Avenue Storm Improvements - \$75,000

WATER RIGHTS

CAPITAL IMPROVEMENTS FUND 471-471

The Water Rights fund is used to secure additional water rights for use by the City in providing water to the citizens and businesses of Moses Lake.

	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	REQUESTED	CHANGE
							BUDGET	
REVENUES	160,800	287,110	950,840	358,279	21,441	500,000	425,000	-15.0%
EXPENSES	-	-	-	818,339	-	750,000	750,000	0.0%
Net Income/(Loss)	160,800	287,110	950,840	(460,060)	21,441	(250,000)	(325,000)	
Beginning Fund balance*	1,930,340	2,091,140	2,378,250	3,329,090	2,869,030	1,587,055	1,601,925	
Ending Fund balance	2,091,140	2,378,250	3,329,090	2,869,030	2,890,471	1,337,055	1,276,925	-4.5%

2025 Budget Notes: The 2025 budget amount includes \$750,000 to secure additional water rights.

WATER CONSTRUCTION
CAPITAL IMPROVEMENTS FUND 477-477

The Water Construction fund is used for capital water construction projects. It is funded by a transfer from the Water division. This fund previously included Wastewater capital construction projects, but we are recommending splitting out Wastewater capital into a separate fund in 2025.

	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	REQUESTED BUDGET	CHANGE
REVENUES	1,100,000	800,000	650,000	669,996	1,575,000	2,100,000	3,300,000	57.1%
EXPENSES	2,054,022	1,392,215	952,731	1,960,659	1,743,762	2,098,450	3,618,250	72.4%
Net Income/(Loss)	(954,022)	(592,215)	(302,731)	(1,290,663)	(168,762)	1,550	(318,250)	
Beginning Fund balance*	4,867,327	3,913,305	3,321,090	3,018,359	1,727,696	1,677,376	2,059,061	
Ending Fund balance	3,913,305	3,321,090	3,018,359	1,727,696	1,558,935	1,678,926	1,740,811	3.7%

2025 Budget Notes: The 2025 budget amount includes the following capital projects:

- Meter Endpoint Replacement (\$900,000)
- SR17/Yonezawa Blvd. Intersection Improvements (\$40,000)
- Well 34 Pumphouse (\$150,000)
- Nelson Road Corridor Pedestrian Improvements (\$990,000)
- Hamilton Commercial Roadway Improvements – this project has been postponed until 2027. Staff believes other treatments can extend the current life span of the roads.
- Western Avenue Reconstruction (\$15,000)
- Turnkey Road Watermain Replacement (\$554,250)
- Alder Street Bridge Watermain Replacement (\$100,000)
- Gravel Road Paving Program: Bemis & Sybel Streets (\$10,000)
- Reservoir 1 Painting Project (\$333,000)
- Westshore Drive Utility Revision (\$212,000)
- Grape & Maple Drive Utility Revision (\$27,500)
- Well 17 – Pump (\$166,500)
- Reservoir 10 Construction (\$120,000) – this project is bond dependent and will not be moved forward until revenue bonds can be issued. The 2025 budget is to complete the design work that had been previously started.

WASTEWATER CONSTRUCTION
CAPITAL IMPROVEMENTS FUND 478-478

The Wastewater Construction fund is a new fund we are recommending be added in 2025. This fund will be used for capital wastewater construction projects. It is funded by a transfer from the Wastewater division. This fund previously was included in the Water/Wastewater capital construction projects, but we are recommending splitting this out into a separate fund in 2025.

	2020	2021	2022	2023	2024 YTD	2024	2025	25/24
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	REQUESTED	CHANGE
							BUDGET	
REVENUES	950,000	750,000	3,250,000	2,499,996	1,650,000	2,200,000	1,500,000	-31.8%
EXPENSES	1,476,490	1,888,223	2,110,485	3,061,421	335,585	2,176,081	1,171,850	-46.1%
Net Income/(Loss)	(526,490)	(1,138,223)	1,139,515	(561,425)	1,314,415	23,919	328,150	
Beginning Fund balance*	2,858,589	2,332,098	1,193,876	2,333,391	1,771,966	926,312	3,093,995	
Ending Fund balance	2,332,098	1,193,876	2,333,391	1,771,966	3,086,381	950,231	3,422,145	260.1%

2025 Budget Notes: The 2025 budget amount includes the following capital projects:

- Peninsula Lift Sewer Repair (\$9,000)
- Redundant WW Forcemain Lake Crossing (\$17,500)
- Westshore Drive Gravity Sewer Extension (\$765,000)
- Hamilton Commercial Roadway Improvements (\$164,700)
- COF Water Main Replacement/Relocation (\$30,000)
- Gravel Road Paving Program – Bemis & Sybel Streets (\$10,000)
- Wheeler Lift Station Repair/Upgrades (\$100,000)
- Westshore Drive Utility Revision (\$212,000)
- Grape & Maple Drive Utility Revision (\$27,500)
- Sand Dunes Headworks Stop Plate (\$100,850)
- COF Raw Waste Upgrade (\$5,090,620) – this project is bond dependent and will not move forward until revenue bonds can be issued. The project has been removed from the 2025 budget.

* Since budget figures are estimates, the estimated beginning fund balances of 2024 and 2025 may not equal the ending fund balances of 2023 and 2024 respectively.

CAPITAL BUDGET

Facilities Capital Projects

Civic Center Solar. Design and install a solar array on the Civic Center; this array will allow the Civic Center to act as an emergency response center due to the battery backup and alternative source of power. Grant application completed by McKinstry on City of Moses Lake's behalf in the amount of \$1,498,475 to cover a large portion of this project's construction costs, awarded 8/8/23. Total project costs are estimated at \$2,140,678.

CivicCenter Solar Project #PW2023-009 Managing Fund: 528					
Resources		Prior Years	2025 Budget	Future Years	Project Total
528 - Facilities	Reserves	441,219	207,405		648,624
528 - Facilities	Dept. of Commerce Grant	149,848	1,348,628		1,498,476
Total Resources		591,067	1,556,033	-	2,147,100

Operations Building 2 Re-roof. Contract for installation of 30-year roof on Central Ops building 2.

Ops. Building 2 Re-roof Project #TBD Managing Fund: 528					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
528 - Facilities	Reserves		400,500		400,500
Total Resources		-	400,500	-	400,500

Police Building – New facility. Design and build new police station/community services center. Contract with Rolluda is part of initial budget of \$15,000,000. The DOH Associates were added as buyer's rep with 3/28/23 budget amendment.

Police Department - new facility Project #TBD Managing Fund: 528					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
528 - Facilities	Bond Proceeds	819,779	-	16,477,824	17,297,603
Total Resources		819,779	-	-	17,297,603

Sleep Center Renovation. Project consists of site grading, installation of utilities (including upgraded electricity), and installation of the new Pallet Shelter sleeping and hygiene units at the existing leased sleep center location.

Sleep Center Renovation Project #GC2024-208 Managing Fund: 110					
Resources		Prior Years	2025 Budget	Future Years	Project Total
110 - Homeless Services	CofML ARPA funds	59,074	1,388,000		1,447,074
110 - Homeless Services	Grant County ARPA funds	585,926	47,126		633,052
Total Resources		645,000	1,435,126	-	2,080,126

Parks & Recreation Capital Projects

Xeriscaping Median Program. Medians throughout the City will be converted to xeriscape materials to reduce reliance on potable water.

Xeriscape Median Programs Project #TBD Managing Fund: 315					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
315 -Parks Mitigation	Reserves		70,000		70,000
Total Resources		-	70,000	-	70,000

Shallow Wells – Lauzier Field and Yonezawa Park. Convert park watering to shallow wells to reduce reliance on potable water.

Shallow Wells - Lauzier Field & Yonezawa Park Project #TBD Managing Fund: 315					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
315 -Parks Mitigation	Reserves		-	712,000	712,000
Total Resources		-	-	712,000	712,000

Longview and Sun Terrace Park – Phase 1. Phase 1 of Park master plan for these 2 parks. These projects are dependent on obtaining grants or securing other funding for completion and are not currently included in the 2025 budget amounts.

Longview Park - Phase 1 Project #TBD Managing Fund: 315					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
315 -Parks Mitigation	Grants		1,100,000	-	1,100,000
Total Resources		-	1,100,000	-	1,100,000
Sun Terrace Park - Phase 1					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
315 -Parks Mitigation	Grants		1,100,000	-	1,100,000
Total Resources		-	1,100,000	-	1,100,000

Streets Capital Projects

Pavement Preservation Program. This is our annual program to preserve existing roadways. This program consists of different treatment options, namely crack seal and seal coat.

Pavement Preservation Program Project #2025- Managing Fund: 116		Prior Years	2025 BUDGET	Future Years	Project Total
Resources					
119 - Street Repair & Reconstruction	Reserves/TBD*		1,500,000		1,500,000
Total Resources		-	1,500,000	-	1,500,000

* - The City has received a \$1,045,618 grant from the Transportation Improvement Board that requires Council's acceptance

SR17/Yonezawa Blvd. Intersection Improvements. Design and construct a multi-lane roundabout on SR17 at Yonezawa Blvd including access break to future Moses Lake Ave extension. Project includes extension of utilities along Yonezawa corridor.

SR17/Yonezawa Blvd. Intersection Improvements Project #2022-081 - Managing Fund: 116		Prior Years	2025 BUDGET	Future Years	Project Total
Resources					
119 - Street Repair & Reconstruction	Reserves/TBD	37,000	2,134,000	-	2,171,000
119 - Street Repair & Reconstruction	STBG Grant*	300,000	460,000		760,000
119 - Street Repair & Reconstruction	STBG Grant Amendment	-	1,100,000		1,100,000
119 - Street Repair & Reconstruction	SIP Grant (pending)***	-	300,000		300,000
119 - Street Repair & Reconstruction	TIB Grant (pending Council acceptance)***	-	2,500,000		2,500,000
477 - Water Capital	Reserves/Water Ops.	-	40,000		40,000
Total Resources		337,000	6,534,000	-	6,871,000

* - City match = \$89,000

** - City match = \$162,000

*** - Application submitted, pending award notification - project start is dependent on grant awards and Council authorization to proceed

Westshore Activity Trail Extension. Westshore trail extension along Poplar Sands development between Westshore Drive and Fairway Drive.

Westshore Activity Trail Extension Project #GC2022-088- Managing Fund: 116		Prior Years	2025 BUDGET	Future Years	Project Total
Resources					
119 - Street Repair & Reconstruction	Development fees		56,415		56,415
Total Resources		-	56,415	-	56,415

Nelson Road Corridor Pedestrian Improvements. This project includes reconstruction of approximately 1,800 linear feet of East Nelson Road between SR 17 and Hamilton Road and reconstruction of ADA ramps from Skyline Drive to Clover Street. This also includes the addition of curb extensions, rapid flashing beacons, and speed limit reduction within identified school zones.

Nelson Road Corridor Pedestrian Improvements Project #2023-113 - Managing Fund: 116		Prior Years	2025 BUDGET	Future Years	Project Total
Resources					
119 - Street Repair & Reconstruction	Safe Routes Grant	30,000	2,176,937		2,206,937
477 - Water Capital	Reserves/Water Ops.	20,000	990,000		1,010,000
Total Resources		50,000	3,166,937	-	3,216,937

Hamilton Commercial Roadway Improvements. Project consists of street reconstruction for Hamilton Rd, Bud Ln, and Wisner Ln, replace old AC water main with PVC main, as well as the addition of storm drains, curbing, gutter, sidewalks with ADA compliant ramps, and street lighting.

Hamilton Commercial Roadway Improvements Project #2023-161 - Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	Reserves/TBD	60,000	-	1,756,800	1,816,800
393 - Stormwater Capital	Stormwater	3,750	-	109,800	113,550
477 - Water Capital	Water	5,625	-	164,700	170,325
478 - Wastewater Capital	Wastewater	5,625	-	164,700	170,325
Total Resources		75,000	-	2,196,000	2,271,000

Western Avenue Reconstruction. Design and reconstruct Western Ave from Broadway Ave to Milwaukee and Ivy intersection; project would include curb, gutter, sidewalks, ADA ramps, street lighting, and storm drainage. We will also evaluate feasibility to add Milwaukee reconstruction as well.

Western Avenue Reconstruction Project #2023-167 - Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	Reserves/TBD	-	75,000	1,545,000	1,620,000
393 - Stormwater Capital	Stormwater	-	10,000	190,000	200,000
477 - Water Capital	Water	-	15,000	385,000	400,000
Total Resources		-	100,000	2,120,000	2,220,000

Shoreline Stabilization. Project consists of shoreline stabilization along right of way on Sage Rd. Possibility of needing project to be permitted/reviewed for compliance with SEPA, JARPA, HPA, and SMP.

Shoreline Stabilization Project #GC2023-181 - Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	Reserves	20,000	20,000	111,000	151,000
Total Resources		20,000	20,000	111,000	151,000

SR 17 Shared Use Path – Patton to Grape. Grant received to construct a walking path from Patton Blvd. to Grape Drive on SR17.

SR17 Shared Use Path - Patton to Grape Project #GC2023-115- Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
114 - Paths & Trails	Sandy Williams Grant	-	275,000	1,725,000	2,000,000
Total Resources		-	275,000	1,725,000	2,000,000

Gravel Road Paving Program. The Streets and Engineering departments have identified gravel roads within city limits that they recommend for paving based on traffic, condition, accessibility to major thoroughfare, and maintenance requirements.

Gravel Road Paving Program - Bemis & Sybel St. Project #TBD - Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	Reserves/TBD	-	70,000	1,247,000	1,317,000
393 - Stormwater Capital	Stormwater	-	10,000	190,000	200,000
477 - Water Capital	Water	-	10,000	190,000	200,000
478 - Wastewater Capital	Wastewater	-	10,000	190,000	200,000
Total Resources		-	100,000	1,817,000	1,917,000

ADA Ramp Repair & Replacement. This project is to repair and/or replace ramps with ADA compliant ramps. The 2025 project is to replace the Stratford Road Crossing ramps.

ADA Ramp Repair & Replacement - Stratford Rd. Crossing Project #TBD - Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	Reserves/TBD	-	302,000	-	302,000
Total Resources		-	302,000	-	302,000

Valley & Paxson Intersection Control. This consists of an evaluation of the intersection of Valley Road and Paxson Road to determine what intersection control is needed – focusing on right sizing the solution for current traffic and projected growth.

Valley & Paxson Intersection Control Project #TBD - Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	Reserves/TBD	-	21,000	-	21,000
Total Resources		-	21,000	-	21,000

Wheeler Road & Road L Roundabout. Project consists of designing and installing a modular roundabout with required striping reconfiguration at the intersection of Wheeler Road and L Road to improve safety.

Wheeler Road & Road L Roundabout Project #GC2024-228 - Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	Reserves/TBD	-	450,060	-	450,060
Total Resources		-	450,060	-	450,060

SR17/Stratford Interchange DDO. This project is funded by a WSDOT bike/pedestrian grant. Project includes development and design study to address intersection safety. Completed design will allow engineering staff to seek external funding sources.

SR17/Stratford Road Interchange DDO Project #GC2023-115- Managing Fund: 116					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
119 - Street Repair & Reconstruction	WSDOT Bike/Ped. Grant	100,000	585,000		685,000
Total Resources		100,000	585,000	-	685,000

Utility Capital Projects

Meter Endpoint Replacement. Six year program to replace the existing/failing AMR Itron endpoints to new AMI Badger endpoints.

Meter Endpoint Replacement Project #Endpoint - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	900,000	900,000	1,100,000	2,900,000
Total Resources		900,000	900,000	1,100,000	2,900,000

Well 34 Pumphouse. Design engineering and construction of new pump house with treatment infrastructure for Well 34.

Well 34 Pumphouse Project #GC2022-085 - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	100,000	150,000	4,120,000	4,370,000
Total Resources		100,000	150,000	4,120,000	4,370,000

Turnkey Road Watermain Replacement. Project consists of removing old AC watermain and installing an estimated 1,500 feet of new watermain.

Turnkey Road Watermain Replacement Project #TBD - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	-	554,250	-	554,250
Total Resources		-	554,250	-	554,250

Alder Street Bridge Watermain Replacement. Project consists of design and construction of new watermain over the Alder Street bridge; project is complicated by need to evaluate options for hanging the watermain on the bridge and addressing the transition areas at the existing bridge footings.

Alder Street Bridge Watermain Replacement Project #TBD - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	-	100,000	555,000	655,000
Total Resources		-	100,000	555,000	655,000

Reservoir 1 Painting Project. Project consists of painting Reservoir 1 and installing City of Moses Lake logo. Sandblasting would require tenting the reservoir and coordinating with cellular leasees.

Reservoir 1 Painting Project Project #TBD - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	-	333,000		333,000
Total Resources		-	333,000	-	333,000

Westshore Drive Utility Revision. Project consists of reimbursement to Grant County for utility relocation in conjunction with their project to reconstruct Westshore Drive. Estimated 60+ conflicts.

Westshore Drive Utility Revision Project #TBD - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	-	212,000		212,000
478 - Wastewater Capital	Reserves/Wastewater	-	210,000		210,000
Total Resources		-	422,000	-	422,000

Grape & Maple Drive Utility Revision. Project consists of relocating utilities in conjunction with Grant County's project to reconstruct Maple Dr.

Grape & Maple Drive Utility Revision Project #TBD - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	-	27,500		27,500
478 - Wastewater Capital	Reserves/Wastewater	-	27,500		27,500
Total Resources		-	55,000	-	55,000

Well 17 Pump. After Well 17 Clay Remediation project was completed, the new pump/motor is causing the pump to draw air. Staff will be working to determine alternatives to ensure we are drawing water at an appropriate rate.

Well 17 - Pump Project #TBD - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	-	166,500		166,500
Total Resources		-	166,500	-	166,500

Reservoir 10 Construction. Design and build reservoir 10 to meet the increased growth in Mae valley, improving the reliability of the water system.

Reservoir 10 Construction Project #2022-069 - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
477 - Water Capital	Reserves/Water	400,000	120,000	-	520,000
477 - Water Capital	Bond Proceeds	-	-	7,402,500	7,402,500
Total Resources		400,000	120,000	7,402,500	7,922,500

Bureau Water Project. This project consists of the identification of surface water access, testing for water quality, pilot testing, and feasibility of municipal use.

Bureau Water Project Project #GC2023-177 - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
322 - Water Remediation	ARPA Funds (prior yrs)	15,000			15,000
To be determined			150,000	87,000	237,000
Total Resources		15,000	150,000	87,000	252,000

Well 29 Treatment Project. Design, purchase, and install needed treatment facility/equipment for treatment of PFAS in well 29.

Well 29 Treatment Project Project #GC2023-154 - Managing Fund: 411					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
322 - Water Remediation	ARPA funds (prior yrs)	30,000	-		30,000
To be determined		-	870,000	807,500	1,677,500
Total Resources		30,000	870,000	807,500	1,707,500

Peninsula Lift Station Sewer Repair. Complete lift station upgrade to include new wet well, new pumps, manholes, and installation of retaining wall. Also, replace 10" gravity sewer feeding Peninsula lift station.

Peninsula Lift Station Sewer Repair Project #GC2022-078 - Managing Fund: 412					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
478 - Wastewater Capital	Reserves/Wastewater	41,000	9,000	2,676,000	2,726,000
Total Resources		41,000	9,000	2,676,000	2,726,000

Redundant WW Forcemain Lake Crossing. Design and install two lake crossings, one for Northshore forcemain, a second for the COF forcemain. This includes removing the unused lake syphon.

Redundant WW Forcemain Lake Crossing Project #GC2023-095 - Managing Fund: 412					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
478 - Wastewater Capital	Reserves/Wastewater	7,500	17,500	25,000	50,000
Total Resources		7,500	17,500	25,000	50,000

Westshore Drive Gravity Sewer Extension. Install 18 inch PVC gravity sewer and manholes in Westshore Drive between Road 4 and Fairway Drive. This project is planned to be in coordination with Grant County's reconstruction of Westshore Drive, which will reduce overall project costs.

Westshore Drive Gravity Sewer Extension Project #GC2023-112 - Managing Fund: 412					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
478 - Wastewater Capital	Reserves/Wastewater	50,000	765,000	-	815,000
Total Resources		50,000	765,000	-	815,000

COF Water Main Replacement/Relocation. Project consists of replacing watermain from Lakeside Dr to COF facility.

COF Water Main Replacement/Relocation Project #TBD - Managing Fund: 412					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
478 - Wastewater Capital	Reserves/Wastewater	-	30,000	166,500	196,500
Total Resources		-	30,000	166,500	196,500

Wheeler Lift Station Repair/Upgrades. Project consists of upgrading pumps and controls at Wheeler Lift Station.

Wheeler Lift Station Repair/Upgrades Project #TBD - Managing Fund: 412					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
478 - Wastewater Capital	Reserves/Wastewater	-	-	1,387,000	1,387,000
Total Resources		-	-	1,387,000	1,387,000

Sand Dunes Headworks Stop Plate. Project consists of repair/rebuild of the current Sand Dunes WWTP failing headworks.

Sand Dunes Headworks Stop Plate Project #TBD - Managing Fund: 412					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
478 - Wastewater Capital	Reserves/Wastewater	-	100,850	-	100,850
Total Resources		-	100,850	-	100,850

COF Raw Waste Upgrade. 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.

COF Raw Waste Upgrade Project #GC2023-176 - Managing Fund: 412					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
478 - Wastewater Capital	Reserves/Wastewater	380,000	-	-	380,000
478 - Wastewater Capital	Bond Proceeds/Grants	-	5,090,620	-	5,090,620
Total Resources		380,000	5,090,620	-	5,470,620

Boardwalk Avenue Stormwater Improvements. Existing conditions are resulting in flooding at end of the cul-de-sac; proposed improvements include adding new conveyance to a new outfall into Moses Lake.

Boardwalk Avenue Storm Improvements Project #TBD - Managing Fund: 493					
Resources		Prior Years	2025 BUDGET	Future Years	Project Total
393 - Stormwater Capital	Stormwater	-	75,000	227,000	302,000
Total Resources		-	75,000	227,000	302,000

Capital Budget Summary

The capital projects listed on the previous pages are summarized in the chart below. The 2025 budget column of the capital projects are also reflected in the individual department/fund budgets located in previous sections of this document.

Five of the projects included in the capital projects listed above are dependent on bonds being issued or grants being awarded. They are included in the capital projects above and in the summary below but are not included in the individual department/fund budgets. In the event that bonds or grants are secured, staff will come back to Council with a request to proceed with the project(s) prior to beginning any work.

Fund	Prior Years	2025 BUDGET	Future Years	Project Total
114 - Paths & Trails	-	275,000	1,725,000	2,000,000
119 - Street Repair & Reconstruction	547,000	11,750,412	4,659,800	16,957,212
315 - Parks Mitigation	-	70,000	2,912,000	2,982,000
322 - Water Remediation	45,000	-	-	45,000
Water Capital (To be determined)	-	1,020,000	894,500	1,914,500
393 - Stormwater Capital	3,750	95,000	716,800	815,550
471 - Water Rights	-	750,000	368,000	1,118,000
477 - Water Capital	1,425,625	3,618,250	13,917,200	18,961,075
478 - Wastewater Capital	484,125	6,262,470	4,609,200	11,355,795
528 - Facilities Capital	2,055,847	3,344,533	16,477,824	21,878,204
	4,561,347	27,185,665	46,280,324	78,027,336

APPENDIX

FEE SCHEDULE

Citywide 2025 Fee Schedule Edits

The 2025 June over June CPI increase was 2.6%. Direction was given to staff to review fees and if increases were needed to use CPI, unless there were specific reasons to increase a fee more than CPI. Fees charged for Administrative Services and Police fees all remained flat with no increases in 2025. Fees for Fire generally increased roughly 2.5%. Ambulance fees increased 2.5% except for Mileage, which was increased to reflect more accurate mileage costs for patient transport. Parks fees increased by CPI and now includes a technology fee as further discussed below. Business license fees remained the same as the previous year, while water, sewer and stormwater rates are being increased 5% pending the rate study recommendation. Garbage fees remained the same as 2024. We will continue to monitor this to determine if a rate increase is necessary for 2026. Public Works fee increases are discussed separately below.

As technology increases, the cost of keeping up to date on current technology requirements has increased. A few departments are currently charging a 1% technology fee for various services provided by the City. Across the state, municipalities are charging technology fees ranging from 3% - 5%. Staff is recommending increasing the technology fee from 1% to 3% for those departments that are currently charging a technology fee and adding a 3% technology fee to other services provided by the City. Not all fees will or should include the technology fee and staff will work to identify specific fees that should include a technology fee. We are recommending adding a technology fee of 3% to the Citywide Administrative fees to encompass those departments that do not currently charge a technology fee but offer services that should include a technology fee.

For fees that require staff time and equipment usage, we are recommending changing those fees to an actual cost recovery method. Staff will need to do analysis to determine fully burdened rates for the services being provided and will present recommendations to Council prior to enacting specific fee schedule changes.

Staff is recommending a full fee schedule analysis/rate study be conducted. The 2025 budget does not include funds for this, as other priorities will take precedence before an RFP can be issued.

Public Works 2025 Fee Schedule Edits

The Public Works department/divisions have reviewed the 2024 fee schedule and make the following recommendations (fees were increased by CPI unless otherwise noted):

Cost Recovery – The following fees were increased/decreased to align with actual cost recovery to provide the service. This could include staff time (salary and benefits), equipment charge, and/or a 15% overhead cost.

Water Main Tapping Fees

Filling and Flushing Fee

Water Sample

Water Meter

Connect to Existing Main

Engineering Inspector Overtime

Signage V-Lock Fee

Engineering Plan Review Admin Fee

Street Obstruction Permit

Re-inspection Fee

System Development Charges –

Water System Development Charges: Staff have requested funds in the 2025 Water Department operational budget to complete a system development charge analysis. We are aware that the current development fees are not sufficient. Staff are requesting to increase the cost for all water system development charges by \$500 each until the full evaluation is completed.

Sewer System Development Charges: FCS Group completed an analysis of the sewer development charges in conjunction with our 2024 General Sewer Plan update. The proposed rates for 2025 reflect the maximum amount the city can charge per statute. Staff recommend increasing the rates fully for 2025 but also recognize that council may prefer a graduated approach to fee increases. If council wishes to spread the fee increase over several years, City staff would request that we spread the increase over two years maximum.

New Fees –

Water Meter – 2” Irrigation Turbo Meter: previous fee for 2” meter did not account for irrigation only meter installation. The meters need for irrigation only are more expensive, so this fee was split to allow for cost recovery for that type of meter when needed.

Certificate Water Availability Fee Application Fee: this fee would cover the administrative cost of application intake, review, and issuance of certificate of water availability. Staff are recommending a flat fee of \$100 for residential customers (up to four-plex) and \$200 for non-residential (which includes multi-family larger than a four-plex, and all commercial and industrial uses).

Certificate of Water Availability Modeling Cost: this is a pass-through fee for water modeling needed as part of issuing the certificate of availability when required by the Public Works Director. Staff recommend a \$1,000 deposit with actual cost recovery. This fee matches the existing structure for third

party plan review. As staff work through the RFP process for an outside consultant to manage the modeling process, this fee may need to be re-evaluated.

Additional Changes/Clarifications –

Filling and Flushing: Staff recommend updating this charge to include a flat fee for dispatching crew and equipment in addition to the cost of water used for filling and flushing line.

Street & Utility Construction Permit: Staff request to require this be a \$200 minimum fee for all permits. Construction Management Team states each permit has an average of 3-4 trips by inspectors. Title of fee also updated to reflect the verbiage used in MLMC 12.16.

Hydrant Rental – Fire Hydrant Usage (per 100 cf): Moses Lake Municipal Code states that usage will be billed at same rate as Commercial Water Usage. If the 2025 rate increases, this will also need to be increased to match.

Hydrant Rental – No City Meter Available: staff identified that the language on the fee schedule was not clear and have added that it is a “per day cost + estimated usage at Commercial Water Rate”.

Assignment of Water Rights: Staff recommend that this fee be moved under the Community Development/Planning section. This fee is currently charged at platting or subdivision. Council resolution 3925 (11/22/2022) set the fee at \$3,500 per acre-foot, and subsequent fee schedule resolutions have increased it by CPI annually. Staff request to increase by CPI this year as well.

Transient Tie-down Fee - Airport: This fee has not been included on the fee schedule but has been charged for a few years. The current rate is the first 5 days free and then \$5.00 per week thereafter. The Airport Commission at their November 6, 2024, meeting is recommending changing the fee to strike the first 5 days as free and changing the fee to a flat \$10.00 per week. Staff agree with this recommendation and the fee has been added to the 2025 fee schedule.

	A	B	C	D	F
1	City of Moses Lake 2025 Fee Schedule		Accepted by:Resolution	Expected 2025 CPI	
2					
3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
4	Citywide	Administrative	Copy charge-per page	RCW 42.56.120	\$0.15
5	Citywide	Administrative	Scan to electronic format-per page (8-1/12x11 one side)	RCW 42.56.120	\$0.10
6	Citywide	Administrative	Every 4 files or attachments provided electronically	RCW 42.56.120	\$0.05
7	Citywide	Administrative	Each gigabyte of electronic records transmission	RCW 42.56.120	\$0.10
8	Citywide	Administrative	Storage media, container, envelope; postage/delivery	RCW 42.56.120	Actual Cost
9	Citywide	Administrative	Maps and oversized document scanning or printing (per page)		\$5.00
10	Citywide	Administrative	Custom data requests (per hour)	RCW 42.56.120	\$50.00
11	Citywide	Administrative	CD/DVD copy - per media	RCW 42.56.120	\$1.00
12	Citywide	Administrative	Return check charge		\$35.00
13	Citywide	Administrative	Facility Rental Application Processing Fee		\$25.00
14	Citywide	Administrative	Facility Rental Type 2 <u>Mon-Fri 8am-5pm (per hour, 2-hour minimum)</u>		\$30.00
15	Citywide	Administrative	Facility Rental Type 2 <u>after 5pm and Saturdays (per hour, 2-hour minimum)</u>		\$70.00
16	Citywide	Administrative	Facility Rental Type 3 <u>Mon-Fri 8am-5pm (per hour, 2-hour minimum)</u>		\$75.00
17	Citywide	Administrative	Facility-Rental Type 3 <u>after 5 pm and Saturdays (per hour, 2-hour minimum)</u>		\$100.00
18	Citywide	Administrative	Facility – Six Foot Table Rental (per day)		\$10.00
19	Citywide	Administrative	Facility – A-V Equipment Use (per day)		\$25.00
20	Citywide	Administrative	Facility – IT set up & instructions on basic equipment use (per hour)		\$150.00
21	Citywide	Administrative	Facility – Custodian Services Clean-Up Overtime Rate (per hour)		\$50.00
22	Citywide	Administrative	Facility - Piano Tuning		Actual Cost
23	Citywide	Administration	Concessionaire agreement on City Property-Non-Profit organization		10% of Gross Revenue
24	Citywide	Administration	Concessionaire agreement on City Property-For-Profit entity		15% of Gross Revenue
25	Citywide	Administrative	Hearing Examiner Admin. Appeals-rate per hour.	1.20.120	\$175
26	Citywide	Administrative	Online services (bill pay, application, activity, etc.) convenience fee		Cost recovery actual
27	Citywide	Administrative	Credit card transactions		3.50%/2.50 min.
28	Citywide	Administrative	Technology Fee		3%
29	POLICE	Administrative	Reports (incl accident) (per page)	RCW42.56.120	\$0.15
30	POLICE	Administrative	Photos (per photo)	RCW42.56.120	\$0.15
31	POLICE	Administrative	DVD/CD copy per media (per DVD/CD)	RCW42.56.120	\$1.00
32	POLICE	Administrative	Criminal History	5.02.020	Replcd with fee below
33	POLICE	Administrative	Jurisdictional Background Letter	5.02.020	\$20.00
34	POLICE	Administrative	Fingerprinting	5.02.020	\$15.00
35	POLICE	Administrative	Dog Lic. Annual	6.04.030	\$10.00
36	POLICE	Administrative	Dog Lic. Replacement	6.04.030	\$5.00
37	POLICE	Administrative	Potentially dangerous Dog Lic.	6.10.110	\$100.00
38	POLICE	Administrative	Dangerous Dog License	6.10.110	\$300.00
39	POLICE	Administrative	Bike License		no fee
40	POLICE	Administrative	Concealed pistol license	RCW 9.41.070	\$49.25
41	POLICE	Administrative	CPL Fingerprinting	RCW 9.41.070	\$32.00
42	POLICE	Administrative	CPL late renewal	RCW 9.41.070	\$42.00
43	POLICE	Administrative	Thumb Drive	RCW42.56.120	\$10.00
44	Fire	Administrative	conference room use 1/2 room (up to 50 occupants) (per hour)		\$21.50
45	Fire	Administrative	Local, State, Federal Government fee for cleaning / maintenance		\$27.70
46	Fire	Administrative	City of Moses Lake sponsored events		No Fee
47	Fire	Administrative	Ambulance Report		\$7.40
48	Fire	Permit (Hazardous material)	1 Class	16.40.030	\$175.00
49	Fire	Permit (Hazardous material)	2 Classes	16.40.030	\$292.00
50	Fire	Permit (Hazardous material)	3 Classes	16.40.030	\$445.50
51	Fire	Permit (Hazardous material)	4 Classes or more than 4,000 gallons, 19,000 cubic feet, or 249,000 pounds of any single class	16.40.030	\$588.50
52	Fire	Permit (Hazardous material)	5 Classes or more than 5,000 gallons, 25,000 cubic feet, or 280,000 pounds of any single class	16.40.030	758.5
53	Fire	Permit (Hazardous material)	Extremely Hazardous Substances, highly toxic, toxic, & pyrophoric materials of any amount	16.40.030	\$1,169.60
54	Fire	Permit (Hazardous material)	Marijuana Extraction Systems/ Facilities	16.40.030	\$730.90

	A	B	C	D	F
3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
55	Fire	Permit (Hazardous material)	Temporary membrane structures and tents exceeding 400 square feet	16.40.030	\$176.10
56	Fire	Operational Permit	Aviation Facilities, Commercial Repair Operations, Heliports, Helistops & Fueling Facilities	16.40.030	\$291.70
57	Fire	Operational Permit	Carnivals and Fairs	16.40.030	\$175.00
58	Fire	Operational Permit	Combustible Dust producing operations	16.40.030	\$205.80
59	Fire	Operational Permit	Dry Cleaning Plants using flammable solvents	16.40.030	\$117.20
60	Fire	Operational Permit	Exhibits/ Trade Shows	16.40.030	\$117.20
61	Fire	Operational Permit	High Piled Combustible Storage	16.40.030	\$350.00
62	Fire	Operational Permit	Hot work operations	16.40.030	\$146.40
63	Fire	Operational Permit	Hot work program	16.40.030	\$205.80
64	Fire	Operational Permit	Industrial Oven	16.40.030	\$700.20
65	Fire	Operational Permit	Lumber Yards	16.40.030	\$175.00
66	Fire	Operational Permit	Battery systems having a liquid capacity of more than 50 gallons	16.40.030	\$291.70
67	Fire	Permit	Fire protection systems, industrial process equipment regulated by the fire code, LPG, Natural gas, flammable and combustible liquid dispensing/distribution system and installation of private fire hydrant:	16.40.030	
68	Fire	Permit	\$1 to \$500	16.40.030	\$58.30
69	Fire	Permit	\$501 to \$2,000- \$58.30 for the first \$500 Plus \$7.00 for each additional \$100 or fraction thereof, to and including \$2,000	16.40.030	\$58.30
70	Fire	Permit	Each additional \$100	16.40.030	\$7.00
71	Fire	Permit	\$2,001 to \$25,000- \$163.30 for the first \$2,000 Plus \$32.80 for each additional \$1,000 or fraction thereof, to and including \$25,000	16.40.030	\$163.30
72	Fire	Permit	Each additional \$1,000	16.40.030	\$32.80
73	Fire	Permit	\$25,001 to \$50,000- \$754.25 for the first \$25,000 Plus \$90.15 for each additional \$1,000 or fraction thereof, to and including \$50,000	16.40.030	\$754.25
74	Fire	Permit	Each additional \$1,000	16.40.030	\$90.15
75	Fire	Permit	\$50,001 and above 2.5% of project value	16.40.030	2.5% of project value
76	Fire	Permit	Private Fire Hydrant"s" each hydrant	16.40.030	\$146.40
77	Fire	Permit	Fire Department Radio Coverage System	16.40.030	\$732.00
78	Fire	Plan Check	Technology Fee -Project Value \$2001 and above	16.40.030	\$175.00
79	Fire	Permit - Special Event	Fireworks / pyrotechnic displays:	16.40.030	\$216.50
80	Fire	Permit - Demolition	Demolition of required Fire Protection System or Fire Alarm System:	16.40.030	\$181.40
81	Fire	Permit	UST/AGT Decommissioning of flammable / combustible liquid tanks: up to 1100 gallon capacity	16.40.030	\$181.40
82	Fire	Permit	UST/AGT Decommissioning of flammable / combustible liquid tanks: 1101- 10,000 gallon capacity	16.40.030	\$350.10
83	Fire	Permit	UST/AGT Decommissioning of flammable / combustible liquid tanks: 10,000 gallon capacity and above	16.40.030	\$641.80
84	Fire	Plan Check	Plan review fees - (% of total permit fee)	16.40.030	70%
85	Fire	Plan Check	3rd Party Review Cost Recover actual costs + technology	16.40.030	Cost Recovery Actual
86	Fire	Special Inspections	Special / Technical Inspections - Cost Recovery actual costs	16.40.030	Cost Recovery Actual
87	Fire	False Alarms	3 False Alarms in any 3 month period:	8.26.30	\$223.80
88	Fire	False Alarms	4 or more false alarms in 3 months (per response)	8.26.30	\$763.80
89	Fire	MVA / Hazmat	Supply recovery for foam, absorbents, or other materials - Cost recovery actual costs utilized to mitigate hazards	CFR and RCW	Cost Recovery Actual
90	Fire	Operational Permit	Hazardous Materials Super User category (Mandatory SARA Title III Tier II reporter / mandatory facility action plan required)	16.40.030	\$2,434.50
91	Fire	Operational Permit	Mobile Food Vehicle Annual Permit		\$51.25
92	Fire	Operational Permit	Energy Storage System other than lead acid battery systems.		\$291.70
93	Fire	Re-inspection Fee	Charged on the 3rd inspection visit without compliance		\$76.90
94	Fire	Operational Permit	Refrigeration systems above 5,000 pounds refrigerant		\$128.10
95	Fire	Fire Impact Fees	Deferred Impact Administration-nte 20/yr.-per request	21.03.030(f)	\$85.00
96	Fire	Fire Impact Fees	Independent Calculation per request	21.030.050(a)	\$100.00

	A	B	C	D	F
3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
	Fire	Fire Impact Fees	Single and Two Family Residential development \$420+\$21.89 Non refundable administrative cost per unit	21.03.170-180	\$441.89-\$462.93
97					
98	Fire	Fire Impact Fees	Multi-Family initial \$420+\$21.89 Non refundable administrative cost per unit	21.03.170-180	\$441.89+
	Fire	Fire Impact Fees	Hospitals and Clinics- which includes a non-refundable administrative fee of \$.0365 per square foot	21.03.170-180 (per Square foot)	\$0.7665
99					
100	Fire	Fire Impact Fees	Skilled Nursing and Licensed Care Facilities-which includes a non-refundable administrative fee of \$.0365 per square foot	21.03.170-180 (per Square foot)	\$0.7665
	Fire	Fire Impact Fees	Hotel-Motel Development- which includes a non-refundable administrative fee of \$.013 per square foot	21.03.170-180 (per Square foot)	\$0.273
101					
102	Fire	Fire Impact Fees	Office Development-which includes a non-refundable administrative fee of \$.0035 per square foot	21.03.170-180 (per Square foot)	\$0.0735
	Fire	Fire Impact Fees	Retail Development-which includes a non-refundable administrative fee of \$.0035 per square foot	21.03.170-180 (per Square foot)	\$0.0735
103					
104	Fire	Fire Impact Fees	Industrial Development with no connected suppression water storage on site-which includes a non-refundable administrative fee of \$.005 per square foot	21.03.170-180 (per Square foot)	\$0.105
	Fire	Fire Impact Fees	Industrial Development with full fire flow suppression water storage on site-which includes a non-refundable administrative fee of \$.0035 per square foot	21.03.170-180 (per Square foot)	\$0.0735
105					
106	Fire	Fire Impact Fees	Restaurants-which includes a non-refundable administrative fee of \$.0015 per square foot	21.03.170-180 (per Square foot)	\$0.0315
	Fire	Fire Impact Fees	Churches-which includes a non-refundable administrative fee of \$.001 per square foot	21.03.170-180 (per Square foot)	\$0.021
107					
108	Fire	Fire Impact Fees	Education Development-which includes a non-refundable administrative fee of \$.001 per square foot	21.03.170-180 (per Square foot)	\$0.021
	Ambulance	Transport Rate--BLS	Basic Life Support Transport Fee	2.30.050	\$1,054.70
109					
110	Ambulance	Transport Rate--ALS	Advanced Life Support Transport Fee	2.30.050	\$1,210.80
	Ambulance	Transport Rate--BLS	Non-Resident BLS Transport Fee	2.30.050	\$1,265.90
111					
112	Ambulance	Transport Rate--ALS	Non-Resident ALS Transport Fee	2.30.050	\$1,359.20
	Ambulance	Mileage	Mileage fee for patient transport (loaded miles)	2.30.050	\$30.00
113					
114	Ambulance	Treatment w/ out transport	Non-resident on scene patient treatment / care without transport.	2.30.050	\$312.60
	Ambulance	Treatment w/ out transport	On scene patient treatment / care without transport.	2.30.050	\$278.50
115					
116	Ambulance	School Dist. Athletic Standby	Ambulance Standby for scheduled School District - Cost Recovery Athletic Events (per event)	2.30.050	Cost Recovery
	Ambulance	Utility Rate Indexing	CPI Adjustment for Ambulance Utility per Utility account (rounded to closest \$.05)	2.30.110	\$17.65
117					
118	Ambulance	Non-residential Utility Fees	Square Foot Fee for non-residential structures - 1 Additional utility fee per 5,000 square feet or portion thereof to a maximum of 25.	2.30.120	No change to current methodology
	Ambulance	Lodging Utility Fees	Utility fee structure for hotels / motels - 1/2 of total room count shall be charged a per room utility fee	2.30.120	No change to current methodology
119					
120	Ambulance	Committed EMS Standby	Standby time for non-profit events (per hour, 1 hr. min)	2.30.50	Cost Recovery
	Ambulance	Committed EMS Standby	Standby time for profit events: cost per hour (per hour, 2hr min)	2.30.50	Cost Recovery
121					
122	Ambulance	Healthcare Education	CPR / AED training--layperson - Cost recovery for course material	2.30.50	Cost Recovery
	Ambulance	Healthcare Education	CPR / Aed training--professional rescuer /healthcare (per student)	2.30.50	\$61.25
123					
124	Parks	Administrative	Past due invoice late fee (Assessed @ 30 days past due & each successive 30-day period until paid)		1% of past due balance
	Parks	Recreation	Youth -Per player fee - practice(baseball/softball/soccer)	3.34.010	\$ 8.00
125					
126	Parks	Recreation	Youth -Per player fee - League(baseball/softball/soccer)	3.34.010	\$ 13.00
	Parks	Recreation	Adult - Per player fee - practice (baseball/softball/soccer)	3.34.010	\$ 10.00
127					
128	Parks	Recreation	Adult - Per player fee - League (baseball/softball/soccer)	3.34.010	\$ 21.00
	Parks	Maintenance	Picnic Table/Bench (each-applicable to Special Events)	3.34.010	\$22.00
129					

	A	B	C	D	F
3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
130	Parks	Maintenance	Garbage Can (each-applicable to Special Events)	3.34.010	\$11.50
131	Parks	Recreation	Surf 'n Slide Daily Admission (per person)	3.34.010	\$6-\$21
132	Parks	Recreation	Surf 'n Slide 10 Punch Card (per person)	3.34.010	\$103-\$185
133	Parks	Recreation	Surf 'n Slide Picnic Shelter (per hour)	3.34.010	\$ 26.00
134	Parks	Recreation	Surf 'n Slide Senior Season Pass In-City (per person)	3.34.010	\$ 81.00
135	Parks	Recreation	Surf 'n Slide Senior Season Pass Out-of-City (per person)	3.34.010	\$ 93.00
136	Parks	Recreation	Surf 'n Slide Senior Season Pass In-City Pre-Season (per person)	3.34.010	\$ 75.00
137	Parks	Recreation	Surf 'n Slide Senior Season Pass Out-of-City Pre-Season (per person)	3.34.010	\$ 88.00
138	Parks	Recreation	Surf 'n Slide Adult Season Pass In-City (per person)	3.34.010	\$ 88.00
139	Parks	Recreation	Surf 'n Slide Adult Season Pass Out-of-City (per person)	3.34.010	\$ 99.00
140	Parks	Recreation	Surf 'n Slide Adult Season Pass In-City Pre-Season (per person)	3.34.010	\$ 81.00
141	Parks	Recreation	Surf 'n Slide Adult Season Pass Out-of-City Pre-Season (per person)	3.34.010	\$ 93.00
142	Parks	Recreation	Surf 'n Slide Youth Season Pass In-City (per person)	3.34.010	\$ 81.00
143	Parks	Recreation	Surf 'n Slide Youth Season Pass Out-of-City (per person)	3.34.010	\$ 93.00
144	Parks	Recreation	Surf 'n Slide Youth Season Pass In-City Pre-Season (per person)	3.34.010	\$ 75.00
145	Parks	Recreation	Surf 'n Slide Youth Season Pass Out-of-City Pre-Season (per person)	3.34.010	\$ 88.00
146	Parks	Recreation	Surf 'n Slide Child Season Pass In-City (per person)	3.34.010	\$ 44.00
147	Parks	Recreation	Surf 'n Slide Child Season Pass Out-of-City (per person)	3.34.010	\$ 53.00
148	Parks	Recreation	Surf 'n Slide Child Season Pass In-City Pre-Season (per person)	3.34.010	\$ 42.00
149	Parks	Recreation	Surf 'n Slide Child Season Pass Out-of-City Pre-Season (per person)	3.34.010	\$ 47.00
150	Parks	Recreation	Group Swim Lessons - All Levels	3.34.010	\$ 43.00
151	Parks	Recreation	Surf 'n Slide Body Boarding Lessons - Flowrider	3.34.010	\$ 54.00
152	Parks	Recreation	Surf 'n Slide Flowboarding Lessons - Standup	3.34.010	\$ 54.00
153	Parks	Recreation	Surf 'n Slide Private Rental 1 - 100 Patrons (per hour)	3.34.010	\$ 1,191.00
154	Parks	Recreation	Surf 'n Slide Private Rental 101 - 150 Patrons (per hour)	3.34.010	\$ 1,279.00
155	Parks	Recreation	Surf 'n Slide Private Rental 151 - 250 Patrons (per hour)	3.34.010	\$ 1,458.00
156	Parks	Recreation	Surf 'n Slide Private Rental 251 - 500 Patrons (per hour)	3.34.010	\$ 1,721.00
157	Parks	Recreation	Surf 'n Slide Private Rental 501 - 1000 Patrons (per hour)	3.34.010	\$ 1,906.00
158	Parks	Recreation	Surf 'n Slide - Semi-private Lessons - All Levels	3.34.010	\$ 124.00
159	Parks	Recreation	Surf 'n Slide - Private Lessons - All Levels	3.34.010	\$ 247.00
160	Parks	Recreation	Lifeguard Certification Class	3.34.010	\$ 180.00
161	Parks	Admin	Picnic Shelter Rental - 4 Hours	3.34.010	\$59-\$80
162	Parks	Admin	Picnic Shelter Rental - 8 Hours	3.34.010	\$85-\$107
163	Parks	Admin	Special Event Application Fee	12.36.065	\$75-\$175
164	Parks	Administrative	Special Event-Vendor Fee-For Profit	12.36.065	\$50 per day
165	Parks	Admin	Special Event-Vendor Fee-Non-Profit	12.36.065	\$35 per day
166	Parks	Administrative	Vendor-Seasonal-Roaming-(Ice Cream Truck)	12.36.065	\$103 per month
167	Parks	Recreation/Museum	Museum classes and programs - to be determined by class size & supplies	3.34.010	
168	Parks	Recreation	Parks/Recreation Programs - to be determined by class size & supplies	3.34.010	
169	Parks	Recreation	Recreational sports leagues - to be determined by class size & supplies	3.34.010	
170	Parks	Recreation	Ice Skating Admission (per person)	3.34.010	\$4-\$10
171	Parks	Recreation	Ice Skating Admission Punch card	3.34.010	\$62-\$82
172	Parks	Recreation	Ice Skate Rental (per person)	3.34.010	\$4.00
173	Parks	Recreation	Ice Skating Admission Punch card with skates	3.34.010	\$103-\$124
174	Parks	Recreation	Ice Skating Season Pass (Individual) no Skates	3.34.010	\$19-\$54
175	Parks	Recreation	Ice Skating Season Pass (Individual) with Skates	3.34.010	\$54-\$88
176	Parks	Recreation	winter ice program - to be determined by class size & supplies	3.34.010	\$10-\$216
177	Parks	Recreation	Ice Rink Private Rental (per hour)	3.34.010	\$168-\$274
178	Parks	Recreation	Softball Field Use (per game)	3.34.010	\$25Y/\$30A/\$42 Schools
179	Parks	Recreation	Baseball Field Use (per game)	3.34.010	\$30Y/\$40A/\$53 Schools

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
180	Parks	Recreation	Soccer Field Use (per game)	3.34.010	\$21Y/\$26A/\$36 Schools
181	Parks	Recreation	Softball Field Lighting (per hour)	3.34.010	\$16.00
182	Parks	Recreation	Soccer Field Lighting (per hour)	3.34.010	\$13.00
183	Parks	Recreation	Baseball Field Lighting (per hour)	3.34.010	\$18
184	Parks	Recreation	Baseball/Softball Tournament Non Refundable Deposit Fee	3.34.010	\$ 125.00
185	Parks	Recreation	Baseball/Softball Crowd Fencing (per event)	3.34.010	\$180
186	Parks	Recreation	Modifications	3.34.010	\$5.00 - \$25.00
187	Parks	Recreation	Baseball/Softball Temporary Field Fencing	3.34.010	\$82
188	Parks	Maintenance	Tennis Court Lighting	3.34.010	\$1.75 for 50 mins
189	Parks	Administrative	Cascade Campground Tent Site	3.34.010	\$38.00
190	Parks	Administrative	Cascade Campground RV Site	3.34.010	\$43.00
191	Parks	Administrative	Cascade Campground Group Site	3.34.010	\$234.00
192	Parks	Administrative	Cancellation Processing Fee (Campsite/Picnic Shelter)	3.34.010	\$15.00
193	Parks	Maintenance	Cascade Campground Showers	3.34.010	\$0.50 - \$3.75
194	Parks	Administrative	Amphitheater Rental (Daily)	3.34.010	\$107
195	Parks	General	Rental Attendant	3.34.010	\$32.00 per hour
196	Parks	Administrative	Community Garden Plot Rental (16-80 sq. ft.)	3.34.010	\$12.00
197	Parks	Administrative	Community Garden Plot Rental (81-160 sq. ft.)	3.34.010	\$24.00
198	Parks	Administrative	Community Garden Plot Rental (161-280 sq. ft.)	3.34.010	\$29.00
199	Parks	Administrative	Community Garden Plot Rental (281-512 sq. ft.)	3.34.010	\$35.00
200	Parks	Maintenance	Roto-tilling garden plots (per lot size)	3.34.010	\$12/\$24/ \$29/\$35
201	Parks	Museum & Art Center	Museum & Art Center Membership (Jackrabbit)		\$1.00-24.01
202	Parks	Museum & Art Center	Museum & Art Center Membership (Rattlesnake)		\$25.00
203	Parks	Museum & Art Center	Museum & Art Center Membership (Rainbow Trout)		\$40.00
204	Parks	Museum & Art Center	Museum & Art Center Membership (Coyote)		\$75.00
205	Parks	Museum & Art Center	Museum & Art Center Membership (Bald Eagle)		\$250.00
206	Parks	Museum & Art Center	Museum & Art Center Membership (Wild Horses)		\$500.00
207	Parks	Museum & Art Center	Museum & Art Center Membership (Great Blue Heron)		\$1,000.00
208	Parks	Museum & Art Center	Museum & Art Center Membership (Columbian Mammoth)		\$5,000.00
209	Parks	Museum & Art Center	Museum Field Trips		\$5.00 per person
210	Parks	Museum & Art Center	Museum School Outreach Program		\$3 per Student
211	Parks	Museum & Art Center	Museum Rental-Non Profit		\$154.50 per hour
212	Parks	Museum & Art Center	Museum Rental-For Profit		\$306.03 per hour
213	Parks	Museum & Art Center	Commission for Museum Consignments		30% to the Museum
214	Parks	Museum & Art Center	Photograph reproduction Scanning Fee		\$25.75 per image
215	Parks	Museum & Art Center	Photograph reproduction-Use fee Publication Non-Profit		\$0 per image
216	Parks	Museum & Art Center	Photograph reproduction-Use fee Publication 0-2,000 copies		\$0 per image
217	Parks	Museum & Art Center	Photograph reproduction-Use Fee Publication 2,001-10,000 copies		\$25.75 per image
218	Parks	Museum & Art Center	Photograph reproduction-Use Fee Publication 10,001-50,000 copies		\$51.50 per image
219	Parks	Museum & Art Center	Photograph reproduction-Use Fee Publication 50,001-99,999 copies		\$103.00 per image
220	Parks	Museum & Art Center	Photograph reproduction-Use Fee Publication 100,000 or more copies		\$206.00 per image
221	Parks	Museum & Art Center	Photograph reproduction-Film/TV-Non-Profit		\$0 per image
222	Parks	Museum & Art Center	Photograph reproduction-Film/TV-Local, Non-Broadcast, DVD/Streaming/Web		\$103.00 per image
223	Parks	Museum & Art Center	Photograph reproduction-Film/TV-National		\$128.75 per image
224	Parks	Museum & Art Center	Photograph reproduction-Film/TV-Worldwide		\$180.25 per image
225	Parks	Museum & Art Center	Photograph Reproduction Commercial/Advertising-Personal/Non-Profit (Includes Museum Watermark)		\$0.00 per image
226	Parks	Museum & Art Center	Photograph Reproduction Commercial/Advertising-Blog/Social Media/Website		\$180.25 per image
227	Parks	Museum & Art Center	Photograph Reproduction Commercial/Advertising-Other-Multiple Media		\$180.25 per image
228	Parks	Museum & Art Center	Photograph Reproduction Commercial/Advertising-Other-Commercial advertising		\$180.25 per image
229	Parks	Museum & Art Center	Photograph Reproduction Commercial/Advertising-Other-Exhibition/display/office décor		\$92.70 per image
230	Parks	Museum & Art Center	Photograph Reproduction Commercial/Advertising-Other-Products and other uses		\$92.70 per image
231	Parks	Recreation	Adopt-A-Street Application Fee	3.34.010	\$51.50
232	Parks	Larson Recreation Center	Adult Annual Pass Corporate Membership	3.34.010	\$382.00
233	Parks	Larson Recreation Center	Adult Annual Pass	3.34.010	\$ 425.00

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
234	Parks	Larson Recreation Center	Adult 6-Month Pass Corporate Membership	3.34.010	\$ 218.00
235	Parks	Larson Recreation Center	Adult 6-Month Pass	3.34.010	\$ 242.00
236	Parks	Larson Recreation Center	Adult Monthly Pass Corporate Membership	3.34.010	\$ 39.00
237	Parks	Larson Recreation Center	Adult Monthly Pass	3.34.010	\$ 43.00
238	Parks	Larson Recreation Center	Adult Daily Pass	3.34.010	\$ 6.00
239	Parks	Larson Recreation Center	Adult Punch Card (12)	3.34.010	\$ 57.00
240	Parks	Larson Recreation Center	Teen & Seniors Annual Pass	3.34.010	\$ 327.00
241	Parks	Larson Recreation Center	Teen & Seniors 6-month Pass	3.34.010	\$ 193.00
242	Parks	Larson Recreation Center	Teen & Seniors Monthly Pass	3.34.010	\$ 34.00
243	Parks	Larson Recreation Center	Teen & Seniors Daily Pass	3.34.010	\$ 5.00
244	Parks	Larson Recreation Center	Teen & Seniors Punch Card Pass (12)	3.34.010	\$ 46.00
245	Parks	Larson Recreation Center	Youth Annual Pass	3.34.010	\$ 177.00
246	Parks	Larson Recreation Center	Youth 6-month Pass	3.34.010	\$ 103.00
247	Parks	Larson Recreation Center	Youth Monthly Pass	3.34.010	\$ 19.00
248	Parks	Larson Recreation Center	Youth Daily Pass	3.34.010	\$ 4.00
249	Parks	Larson Recreation Center	Youth Punch Card Pass (12)	3.34.010	\$ 29.00
250	Parks	Larson Recreation Center	Sage Room Rental- Non Profit -per hour	3.34.010	\$ 47.00
251	Parks	Larson Recreation Center	Cascade Room Rental-Non Profit-per hour	3.34.010	\$ 74.00
252	Parks	Larson Recreation Center	Lake Room Rental-Non Profit -per hour	3.34.010	\$ 59.00
253	Parks	Larson Recreation Center	Cascade/Lake Room Rental- Non Profit-per hour	3.34.010	\$ 91.00
254	Parks	Larson Recreation Center	Gymnasium Rental-Non Profit-per hour	3.34.010	\$ 177.00
255	Parks	Larson Recreation Center	Kitchen Rental-Non Profit-per hour	3.34.010	\$ 42.00
256	Parks	Larson Recreation Center	Damage Deposit-Non Profit-REFUNDABLE	3.34.010	\$ 125.00
257	Parks	Larson Recreation Center	Damage Deposit with Alcohol-Non profit-REFUNDABLE	3.34.010	\$ 500.00
258	Parks	Larson Recreation Center	Sage Room Rental-For Profit-per hour	3.34.010	\$ 72.00
259	Parks	Larson Recreation Center	Cascade Room Rental-For Profit-per hour	3.34.010	\$ 113.00
260	Parks	Larson Recreation Center	Lake Room Rental-For Profit-per hour	3.34.010	\$ 91.00
261	Parks	Larson Recreation Center	Cascade/Lake Room Rental-For Profit-per hour	3.34.010	\$ 144.00
262	Parks	Larson Recreation Center	Gymnasium Rental-For Profit-per hour	3.34.010	\$ 351.00
263	Parks	Larson Recreation Center	Kitchen Rental-For Profit-per hour	3.34.010	\$ 59.00
264	Parks	Larson Recreation Center	Damage Deposit-For Profit-REFUNDABLE	3.34.010	\$ 200.00
265	Parks	Larson Recreation Center	Damage Deposit With Alcohol-For Profit-REFUNDABLE	3.34.010	\$ 500.00
266	Parks	Larson Recreation Center	Application Fee- Non refundable	3.34.010	\$ 25.00
267	Parks	Larson Recreation Center	Gym Rental for Athletic Practices-per hour	3.34.010	\$ 58.00
268	Parks	Larson Recreation Center	LRC Pickleball/Badminton Court Rental-per hour/per court	3.34.010	\$ 27.00
269	Parks	Larson Recreation Center	Birthday Party Package Ice Rink (1-10 participants) 2 hours	3.34.010	\$ 232.00
270	Parks	Larson Recreation Center	Birthday Party Ice Rink Additional Participants-per participant	3.34.010	\$ 23.00
271	Parks	Larson Recreation Center	Summer Student Membership-with current hs/College ID-100 day membership	3.34.010	\$ 100.00
272	Parks	Larson Recreation Center	Roller Skating Admission (Discounted Days) (per person)	3.34.010	\$25/\$2Y/\$2A
273	Parks	Larson Recreation Center	Roller Skating Admission (per person)	3.34.010	\$55/\$5Y/\$6A
274	Parks	Larson Recreation Center	Roller Skate Rental -per session	3.34.010	\$2.00
275	Parks	Larson Recreation Center	Birthday Party Package (Roller Rink) (1-10 participants) per session	3.34.010	\$ 164.00
276	Parks	Larson Recreation Center	Roller Skate Rental -per hour	3.34.010	\$ 132.00
277	Parks	Larson Recreation Center	Roller Skate Rental Additional Participants (includes skates)	3.34.010	\$1-6/person
278	Finance	Business License	Bus License Fee - General, Resident & Non-Resident	5.04.080	Tiered rate based on number of employees (FTE).
279	Finance	Business License	Tax-Exempt Non-Profit	5.04.080	\$0.00
280	Finance	Business License	1 through 5 Employees	5.04.080	\$85/year
281	Finance	Business License	6 through 15 Employees	5.04.080	\$155/year
282	Finance	Business License	16 through 50 Employees	5.04.080	\$235/year
283	Finance	Business License	51 through 100 Employees	5.04.080	\$445/year
284	Finance	Business License	101 or more Employees	5.04.080	\$550/year
285	Finance	Business License	Temporary Vendor	5.06.080	\$25.00/90 days
286	Finance	Business License	Mobile and Street Food Vendor	5.07.060	\$25.00/90 days
287	Finance	Screening Fee	Solicitors	5.02.010	\$85.00
288	Finance	Screening Fee	Taxicabs	5.02.010	\$85.00
289	Finance	Screening Fee	Application fee pawnbrokers/2nd hand dealer	5.02.010	\$85.00
290	Finance	Business License	Bus. license fee - carnival 1st day	5.16.030	\$155.00
291	Finance	Business License	- carnival 2nd day	5.16.030	\$75.00
292	Finance	Business License	- carnival 3rd plus	5.16.030	\$50.00
293	Finance	Business License	Bus. license fee - Circus 1st day	5.16.030	\$155.00
294	Finance	Business License	- Circus 2nd day plus	5.16.030	\$75.00
295	Finance	Business License	Bus license fee - Road show 1st day	5.16.030	\$65.00

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
296	Finance	Business License	- Road show 2nd day plus	5.16.030	\$35.00
297	Finance	Business License	Telecommunication license	5.50.030	\$1,100.00
298	Finance	Business License	Telecommunication license - renewal	5.50.030	\$550.00
299	Finance	Business License	Telecommunication franchise	5.50.030	\$3,300.00
300	Finance	Business License	Telecommunication franchise - renewal	5.50.030	\$1,650.00
301	Finance	Business License	Cable Franchise	5.50.030	\$4,400.00
302	Finance	Business License	Cable Franchise - renewal	5.50.030	\$2,200.00
303	Utility	Solid Waste/Garbage Rates	See Attachment A below	8.08.140	no increase
304	Utility	Fixed Water Charge	Single Family Residential .75" Meter	13.12.010	\$26.07
305	Utility	Fixed Water Charge	Single Family Residential 1" Meter	13.12.010	\$28.93
306	Utility	Fixed Water Charge	Single Family Residential 1.5" Meter	13.12.010	\$37.56
307	Utility	Fixed Water Charge	Single Family Residential 2" Meter	13.12.010	\$80.76
308	Utility	Consumption Charge (per 100 cf)	Single Family Tier 1 (0-1,000 cubic feet)	13.12.010	\$0.49
309	Utility	Consumption Charge (per 100 cf)	Single Family Tier 2 (1,001-5,000 cubic feet)	13.12.010	\$1.47
310	Utility	Consumption Charge (per 100 cf)	Single Family Tier 3 (5,001-10,000 cubic feet)	13.12.010	\$2.92
311	Utility	Consumption Charge (per 100 cf)	Single Family Tier 4 (Over 10,000 cubic feet)	13.12.010	\$3.94
312	Utility	Fixed Water Charge	Duplex .75" Meter	13.12.015	\$52.15
313	Utility	Fixed Water Charge	Duplex 1" Meter	13.12.015	\$57.86
314	Utility	Fixed Water Charge	Duplex 1.5" Meter	13.12.015	\$75.12
315	Utility	Fixed Water Charge	Duplex 2" Meter	13.12.015	\$161.52
316	Utility	Consumption Charge (per 100 cf)	Duplex Tier 1 (0-2,000 cubic feet)	13.12.015	\$0.49
317	Utility	Consumption Charge (per 100 cf)	Duplex Tier 2 (2,001-6,000) cubic feet)	13.12.015	\$1.47
318	Utility	Consumption Charge (per 100 cf)	Duplex Tier 3 (over 6,000 cubic feet)	13.12.015	\$2.92
319	Utility	Fixed Water Charge	Multi-Family .75" Meter	13.12.021	\$41.33
320	Utility	Fixed Water Charge	Multi-Family 1" Meter	13.12.021	\$45.88
321	Utility	Fixed Water Charge	Multi-Family 1.5" Meter	13.12.021	\$59.55
322	Utility	Fixed Water Charge	Multi-Family 2" Meter	13.12.021	\$128.02
323	Utility	Fixed Water Charge	Multi-Family 3" Meter	13.12.021	\$219.25
324	Utility	Fixed Water Charge	Multi-Family 4" Meter	13.12.021	\$356.18
325	Utility	Consumption Charge (per 100 cf)	Multi-Family	13.12.021	\$0.98
326	Utility	Fixed Water Charge	Commercial .75" Meter	13.12.020	\$41.33
327	Utility	Fixed Water Charge	Commercial 1" Meter	13.12.020	\$45.88
328	Utility	Fixed Water Charge	Commercial 1.5" Meter	13.12.020	\$59.55
329	Utility	Fixed Water Charge	Commercial 2" Meter	13.12.020	\$128.02
330	Utility	Fixed Water Charge	Commercial 3" Meter	13.12.020	\$219.25
331	Utility	Fixed Water Charge	Commercial 4" Meter	13.12.020	\$356.18
332	Utility	Fixed Water Charge	Commercial 6" Meter	13.12.020	\$493.04
333	Utility	Fixed Water Charge	Commercial 8" Meter	13.12.020	\$858.14
334	Utility	Consumption Charge (per 100 cf)	Commercial	13.12.020	\$1.18
335	Utility	Fixed Water Charge	Irrigation .75" Meter	13.12.022	\$41.33
336	Utility	Fixed Water Charge	Irrigation 1" Meter	13.12.022	\$45.88
337	Utility	Fixed Water Charge	Irrigation 1.5" Meter	13.12.022	\$59.55
338	Utility	Fixed Water Charge	Irrigation 2" Meter	13.12.022	\$128.02
339	Utility	Fixed Water Charge	Irrigation 3" Meter	13.12.022	\$219.25
340	Utility	Fixed Water Charge	Irrigation 4" Meter	13.12.022	\$356.18
341	Utility	Consumption Charge (per 100 cf)	Irrigation Tier 1 (0-1,000 cubic feet)	13.12.022	\$0.49
342	Utility	Consumption Charge (per 100 cf)	Irrigation Tier 2 (1,001-5,000 cubic feet)	13.12.022	\$1.47
343	Utility	Consumption Charge (per 100 cf)	Irrigation Tier 3 (5,001-10,000 cubic feet)	13.12.022	\$2.92
344	Utility	Consumption Charge (per 100 cf)	Irrigation Tier 4 (over 10,000 cubic feet)	13.12.022	\$3.94
345	Utility	Fixed Water Charge	Industrial .75" Meter	13.12.023	\$41.33
346	Utility	Fixed Water Charge	Industrial 1" Meter	13.12.023	\$45.88
347	Utility	Fixed Water Charge	Industrial 1.5" Meter	13.12.023	\$59.55
348	Utility	Fixed Water Charge	Industrial 2" Meter	13.12.023	\$128.02
349	Utility	Fixed Water Charge	Industrial 3" Meter	13.12.023	\$219.25
350	Utility	Fixed Water Charge	Industrial 4" Meter	13.12.023	\$356.18
351	Utility	Fixed Water Charge	Industrial 6" Meter	13.12.023	\$493.04
352	Utility	Fixed Water Charge	Industrial 8" Meter	13.12.023	\$858.14
353	Utility	Consumption Charge (per 100cf)	Industrial	13.12.023	\$1.18
354	Utility	Fixed Sewer Charge	Single Family Residential	13.12.030	\$43.98
355	Utility	Fixed Sewer Charge	Duplex	13.12.035	\$87.97
356	Utility	Fixed Sewer Charge	Multi-Family Unit (per unit)	13.12.036	\$12.41
357	Utility	Fixed Sewer Charge	Commercial	13.12.040	\$47.18
358	Utility	Consumption Charge (per 100cf)	Commercial Sewer Consumption	13.12.040	\$2.11
359	Utility	Fixed Sewer Charge	Industrial	13.12.041	\$53.08
360	Utility	Consumption Charge (per 100cf)	Industrial Sewer Consumption	13.12.041	\$2.33
361	Utility	Stormwater Residential	Residential	13.12.042	\$7.47
362	Utility	Stormwater Non-residential	0-6,000 sf impervious ground cover	13.12.042	\$7.47
363	Utility	Stormwater Non-residential	6,001-15,000 sf impervious ground cover	13.12.042	\$12.61
364	Utility	Stormwater Non-residential	15,001-30,000 sf impervious ground cover	13.12.042	\$18.39
365	Utility	Stormwater Non-residential	30,001-60,000 sf impervious ground cover	13.12.042	\$36.66
366	Utility	Stormwater Non-residential	60,001-120,000 sf impervious ground cover	13.12.042	\$73.03
367	Utility	Stormwater Non-residential	120,001-240,000 sf impervious ground cover	13.12.042	\$146.15

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
368	Utility	Stormwater Non-residential	Over 240,000 sf impervious ground cover	13.12.042	\$219.21
369	Utility	Water/Sewer Surcharge	Water/Sewer Furnished Outside City Limits	13.12.050	25% of water/sewer rate
370	Utility	Administrative	After-Hour Service Charge	13.12.085	\$410.40
371	Utility	Administrative	Late Payment Charge	13.12.085	*Minimum of \$5 or 2%
372	Utility	Administrative	Disconnect For Non-Payment	13.12.085	\$66.69
373	Utility	Administrative	Sign in Fee	13.12.085	\$15.39
374	Utility	Administrative	Temporary Water Service Fee	13.12.085	\$25.65
375	Utility	Administrative	Return Trip Meter Service Fee	13.12.085	\$25.65
376	Utility	Administrative	Meter Bench Test	13.12.085	\$513.00
377	Utility	Administrative	Door Tag Fee	13.12.085	\$25.65
378	Utility	Administrative	Disconnection of Water for non-compliance with MLMC 13.07.06A to repair/stop water leak	13.07.06A	\$66.69
379	Utility	Administrative	Reconnection of Water for non-compliance with MLMC 13.07.06A to repair/stop water leak	13.07.06A	\$66.69
380	Utility	Administrative	Meter tamper fee	13.12.085	\$256.50
381	Utility	Administrative	Excessive Use Charge (water use over 10,000 cubic feet)	13.12.085	\$256.50
382	Utility	Administrative	Credit card transaction		2.95%/\$1.95 minimum
383	Public Works	Water main tapping fee	3/4" - 2" tap		\$200.27
384	Public Works	Water main tapping fee	4" - 6" tap		\$410.81
385	Public Works	Water main tapping fee	8" tap		\$476.11
386	Public Works	Water main tapping fee	10" tap		\$612.06
387	Public Works	Water main tapping fee	12" tap		\$700.22
388	Public Works	Water sample	Purity test per sample	13.05.110	\$189.10
389	Public Works	Filling and flushing	Newly constructed water mains Per 100 ft of line	13.07.070	Flat fee of \$250 plus \$28.99 per 100 ft of line
390	Public Works	water meter	3/4" meter	3.62.010 & .020	\$558.15
391	Public Works	water meter	1" meter	3.62.010 & .020	\$715.47
392	Public Works	water meter	1-1/2" meter	3.62.010 & .020	\$1,071.51
393	Public Works	water meter	2" meter	3.62.010 & .020	\$1,172.42
394	Public Works	water meter	2" irrigation turbo meter		\$1,480.33
395	Public Works	Previously installed water srvc	3/4" service		\$2,353.90
396	Public Works	Previously installed water srvc	1" service		\$3,531.94
397	Public Works	Previously installed water srvc	1-1/2" to 2" service		\$4,708.89
398	Public Works	Connect to existing main	Any size (up to 4 hours)	3.58.010	\$709.04
399	Public Works	Connect to existing main	After 4 hours (ea. additional hr. w/ service truck & 2 workers (per hour)		\$177.27
400	Public Works	Engineering inspector overtime	Charge for working outside of normal hours (per hr.) - 2 hour minimum		\$89.20
401	Public Works	Assignment of Water Rights	Domestic water rights charge per equivalent residential unit (ERU) when subdividing residential, commercial, and industrial real property. 1ERU = 0.6 ACRE FOOT of Water use. (per ERU min 1ERU per lot)	17.03.060	\$2,230.01
402	Public Works	Water System Development Chrg	3/4" water meter	3.62.010	\$2,059.49
403	Public Works	Water System Development Chrg	1" water meter	3.62.010	\$3,149.50
404	Public Works	Water System Development Chrg	1-1/2" water meter	3.62.010	\$5,777.26
405	Public Works	Water System Development Chrg	2" water meter	3.62.010	\$8,974.48
406	Public Works	Water System Development Chrg	3" water meter	3.62.010	\$16,485.01
407	Public Works	Water System Development Chrg	4" water meter	3.62.010	\$32,464.58
408	Public Works	Water System Development Chrg	6" water meter	3.62.010	\$67,365.55
409	Public Works	Water System Development Chrg	8" water meter	3.62.010	\$126,899.89
410	Public Works	Water System Development Chrg	10" water meter	3.62.010	\$193,881.73
411	Public Works	Sewer System Development Chrg	3/4" water meter	3.62.020	\$4,285.00
412	Public Works	Sewer System Development Chrg	1" water meter	3.62.020	\$7,283.51
413	Public Works	Sewer System Development Chrg	1-1/2" water meter	3.62.020	\$14,436.88
414	Public Works	Sewer System Development Chrg	2" water meter	3.62.020	\$22,826.67
415	Public Works	Sewer System Development Chrg	3" water meter	3.62.020	\$43,706.05
416	Public Works	Sewer System Development Chrg	4" water meter	3.62.020	\$87,382.12
417	Public Works	Sewer System Development Chrg	6" water meter	3.62.020	\$182,162.86
418	Public Works	Sewer System Development Chrg	8" water meter	3.62.020	\$345,513.76
419	Public Works	Sewer System Development Chrg	10" water meter	3.62.020	\$528,893.04
420	Public Works	Signage V-Lock Fee	Fastener base for street signs. Contractor can purchase equal product elsewhere		\$102.10
421	Public Works	Engineering Plan Review Administrative Fee	Covers initial administrative processing costs for engineering plan submission.		\$85.00 per submission

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
422	Public Works	Engineering Plan Review	Engineering Plan Review by 3rd Party (When required by Municipal Services Director) - \$1000 deposit w/ Actual Cost Recovery*		Actual Cost Recovery
423	Public Works	Stormwater Report Review	Stormwater Report Review by City Staff (\$400 deposit w/ Actual Cost Recovery)		Actual Cost Recovery
424	Public Works	Street obstruction permit	Inspection fee - 2.5% of construction costs, \$50 min	3.54.010	\$200 min
425	Public Works	Sewer Discharge Permit	New discharge permit application	13.05.170	\$3,902.52
426	Public Works	Sewer Discharge Permit	Discharge permit renewal fee	13.05.170	\$1,895.51
427	Public Works	Sewer Discharge Permit	Discharge permit renewal fee	13.05.170	\$947.75
428	Public Works	Sewer Discharge Permit	Annual Discharge permit fee	13.05.170	\$947.75
429	Public Works	Stormwater Appeal Fee	Pursuant to MLMC 1303.050	13.03.050	\$61.33
430	Public Works	hydrant rental	Backflow Preventer (per day)	13.09.060	\$5.58
431	Public Works	hydrant rental	fire hydrant meter rental per day	13.12.090	\$5.58
432	Public Works	hydrant rental	fire hydrant usage (per 100 cf)	13.12.090	\$1.12
433	Public Works	hydrant rental	fire hydrant rental with no city meter available - est. usage +	13.12.090	\$8.92
434	Public Works	Re-inspection Fee	Work concealed without inspection or work not ready at the time of inspection will be charged a re-inspection fee		\$85.00
435	Public Works	Latecomer Contract Fee	Fee for establishing a latecomer contract per MLMC 3.65.080. (resolution 3493, 1/27/2015)	3.65	\$1,500.00
436	Public Works	Technology Fee	If not covered by IT Technology fee		3%
437	Public Works	Airport	Facility Use Fee (per hour)		\$4.10
438	Public Works	Airport	Facility Use Fee (annual)		\$56.43
439	Public Works	Airport	Facility Use Fee (single use - 1st hr)		\$27.19
440	Public Works	Airport	Facility Use Fee (single use - add'l hours)		\$4.10
441	Public Works	Airport	Transient Tie-down Fee		\$10.00/week
442	Public Works	Certificate Water Availability Fee Application Fee	Administrative cost for application intake, review, and issuance of certificate.		\$100.00 Residential (up to four-plex) / \$200.00 Non-Residential (includes Multi-Family larger than four-plex, and all Commercial and Industrial)
443	Public Works	Certificate Water Availability Modeling Cost	Water Availability Modeling by Third Party (when required by Public Works Director) - \$1,000 deposit w/ Actual Cost Recovery*		\$1,000 deposit w/Actual Cost Recovery
444	Comm Dev	Sidewalk Use Permits	One time application fee of \$150.00, each additional yearly fee	12.14	\$85
445	Comm Dev	Sidewalk Use Permits	Sidewalk Use Fee and applicable leasehold taxes based on FMV upon license issuance (minimum fee \$75.00)	12.14	\$77 min
446	Comm Dev	Land Use	Annexation	RCW 35A.14	\$1,359
447	Comm Dev	Land Use	Appeals	20.11	\$818
448	Comm Dev	Land Use	Code Interpretation	18.88.030	\$80
449	Comm Dev	Land Use	Comp Plan Amendment - Text	19.55	\$893
450	Comm Dev	Land Use	Comp Plan Amendment - Map	19.55	\$1,115
451	Comm Dev	Land Use	Conditional Use Permit	19.55	\$1,359
452	Comm Dev	Land Use	CRITICAL AREA PERMIT REVIEW:		
453	Comm Dev	Land Use	Aquifer Recharge Area	19.03.140	\$319
454	Comm Dev	Land Use	Floodplain Development	19.03.150	\$319
455	Comm Dev	Land Use	Geologically Hazardous Areas	19.03.160	Actual Cost Recovery
456	Comm Dev	Land Use	Habitat Review	19.03.170	\$319
457	Comm Dev	Land Use	Stream Buffers	19.03.170	\$319
458	Comm Dev	Land Use	Wetlands	19.06	\$319
459	Comm Dev	Land Use	Development Agreement	12.4	\$1,784
460	Comm Dev	Land Use	ENVIRONMENTAL POLICY ACTIONS:		
461	Comm Dev	Land Use	Environmental Impact Statement (Recovery of all consultant costs will be billed in addition to the fee)	14.06	\$744
462	Comm Dev	Land Use	NEPA Review	14.06	\$1,115
463	Comm Dev	Land Use	SEPA Review (time required is comparable to processing a subdivision application)	14.06	\$1,539
464	Comm Dev	Land Use	SEPA Co-Lead (per hour)	14.06	\$58
465	Comm Dev	Land Use	Hearing Examiner Charges-\$400 deposit	18.8	Actual Cost Recovery
466	Comm Dev	Land Use	Landscape Plan Review Fee (not submitted with subdivision)	18.57.050	\$77
467	Comm Dev	Land Use	Landscape Plan Re-Review Fee (subdivision or other)	18.57.050	\$77
468	Comm Dev	Land Use	MULTIFAMILY TAX EXEMPTION FEES		
469	Comm Dev	Land Use	MFTE Application Base Fee	18.23	\$287

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
470	Comm Dev	Land Use	MFTE County Assessor Pass through Fee	18.23.050	\$700
471	Comm Dev	Land Use	8-year tax exemption request	18.23	\$1,103
472	Comm Dev	Land Use	8-year Annual Monitoring fee	18.23	\$80
473	Comm Dev	Land Use	12-year tax exemption request (affordable housing requirements apply)	18.23	\$1,593
474	Comm Dev	Land Use	12-year MFTE Monitoring fee	18.23	\$250
475	Comm Dev	Land Use	Nonconforming Use - Extension or Continuation (nonconforming determination)	18.69	\$744
476	Comm Dev	Land Use	Nonconforming Use - Remodeling a nonconforming use	18.69.050	\$744
477	Comm Dev	Land Use	Nonconforming Use - Bi-annual monitoring / Inspection	18.69	\$159
478	Comm Dev	Land Use	Pre-application review (fee will be credited towards next permit application fee)	20.05.020	\$282
479	Comm Dev	Land Use	Right of Way Vacation	12.44.020	\$500
480	Comm Dev	Land Use	Appraisal for ROW Vacation (3rd Party Appraisal)	12.44.030	Actual Cost w/\$1,500 Deposit
481	Comm Dev	Land Use	SHORELINE DEVELOPMENT APPLICATIONS:		
482	Comm Dev	Land Use	Shoreline Master Plan Amendment	18.10.060	\$2,124
483	Comm Dev	Land Use	Shoreline Management Base Fee	18.10.060	\$170
484	Comm Dev	Land Use	Shoreline Substantial Development Permit	18.10.060	\$334
485	Comm Dev	Land Use	Shoreline Conditional Use Permit	18.10.060	\$334
486	Comm Dev	Land Use	Shoreline Exemption - no additional fee required	18.10.060	\$0
487	Comm Dev	Land Use	Shoreline Variance	18.10.060	\$690
488	Comm Dev	Land Use	SUBDIVISION / PLATTING RELATED APPLICATIONS:		
489	Comm Dev	Land Use	Binding Site Plan	17.18	\$900 plus \$53/lot
490	Comm Dev	Land Use	Boundary Line Adjustment / Lot Consolidation	17.42	\$371
491	Comm Dev	Land Use	Expiration of subdivision (Major or Short) / Extension of Time	17.12.100	\$159
492	Comm Dev	Land Use	Subdivision Application - Preliminary Short Subdivision (1-9 lots)	17.09	\$893 plus \$53/lot
493	Comm Dev	Land Use	Subdivision Application - Final Short Subdivision	17.09	\$223
494	Comm Dev	Land Use	Subdivision Application - Preliminary Major Subdivision (10+ lots)	17.12	\$1816 plus \$65/lot
495	Comm Dev	Land Use	Subdivision Application - Final Major Subdivision	17.12	\$446.31
496	Comm Dev	Land Use	Plat Alteration	17.09 & 17.12	\$1,115
497	Comm Dev	Land Use	Reconsideration of quasi-judicial decisions	18.80.140 & 20.09.070	\$266
498	Comm Dev	Land Use	Revisions to approved Permits (50% of original fee)		50% of original fee
499	Comm Dev	Land Use	Unmentioned Uses	18.51.020	\$212
500	Comm Dev	Land Use	Vacation Rental	18.63	\$393
501	Comm Dev	Land Use	Vacation Rental Annual Renewal	18.63	\$112
502	Comm Dev	Land Use	Variance	17 & 18	\$690
503	Comm Dev	Land Use	Waivers, Deferrals, Deviations (per)	17.33	\$212
504	Comm Dev	Land Use	Zone Change	18.81.010	\$1,115
505	Comm Dev	Land Use	Zoning Verification Letter	18.03	\$77
506	Comm Dev	Development Engineering	Engineering Plan Review - by City Staff	18.10.030	\$425 (for first 4 pages), \$107 for each add'l sheet
507	Comm Dev	Building Permit	Building Permit - Per Foot Valuation	16.02.070	Per ICC Schedule
508	Comm Dev	Building Permit	Build on Unplatted Property	16.02.040	\$319
509	Comm Dev	Building Permit	After Hours Inspection (2 hr. Minimum)	16.02	\$80
510	Comm Dev	Building Permit	Demo Permit	16.08	\$223
511	Comm Dev	Building Permit	Fence Permit	12.28	\$36
512	Comm Dev	Building Permit	Fence Permit (7' High or Higher)	12.28	\$67
513	Comm Dev	Building Permit	Grading, Parking Lots and/or Stormwater permits	18.54.100	\$112
514	Comm Dev	Building Permit	Mechanical Permit	16.02	\$54.00 + \$12. Per Unit
515	Comm Dev	Building Permit	Mobile Home Placement	18.6	\$372
516	Comm Dev	Building Permit	Plumbing Permit	16.02	\$54.00 + \$12. Per Unit
517	Comm Dev	Building Permit	Sign Permit	18.58	Per IBC Schedule
518	Comm Dev	Building Permit	Solar Install	16.02	\$133
519	Comm Dev	Building Permit	Storage Container Placement (per container)	18.76	\$108.00
520	Comm Dev	Building Permit	Technical Fee on all building permits	Via Ordinance	1.00%
521	City of Moses Lake-Solid Waste Rates				
522	Schedule A				
523	Codes	Description			
524		Garbage Tags		8.08.140	\$3.34
525	GB005	Residential 1st 96 Gallon Cart		8.08.140	\$37.12
526	GB006	Residential 1st 64 Gallon Cart		8.08.140	\$24.75
527	GB007	Residential 1st 48 Gallon Cart		8.08.140	\$22.68
528	GB015	Senior 1st 96 Gallon Cart		8.08.140	\$18.57
529	GB016	Senior 1st 64 Gallon Cart		8.08.140	\$12.38
530	GB017	Senior 1st 48 Gallon Cart		8.08.140	\$11.34

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
531	GB025	Delivery 2nd Cart		8.08.140	\$7.32
532	GB030	Cart Removal/Exchange		8.08.140	\$14.67
533	GB150 ⁽²⁾	Commercial 48 Gallon Cart 1 Time a Week		8.08.140	\$15.08
534	GB151 ⁽²⁾	Commercial 48 Gallon Cart 2 Times a Week		8.08.140	\$23.64
535	GB155	Commercial 64 Gallon Cart 1 Time a Week		8.08.140	\$22.31
536	GB160	Commercial 64 Gallon Cart 2 Times a Week		8.08.140	\$36.73
537	GB165	Commercial 96 Gallon Cart 1 Time a Week		8.08.140	\$29.53
538	GB170	Commercial 96 Gallon Cart 2 Times a Week		8.08.140	\$51.43
539	GB175	Commercial 96 Gallon Cart Extra Pickup		8.08.140	\$15.13
540	GB200	1 Yard Dumpster 1 Time a Week		8.08.140	\$47.73
541	GB210	1 Yard Dumpster 2 Times a Week		8.08.140	\$84.45
542	GB215	1 Yard Dumpster 3 Times a Week		8.08.140	\$119.76
543	GB218	1 Yard Dumpster 5 Times a Week		8.08.140	\$159.09
544	GB220	Extra Pickup 1 Yard Dumpster		8.08.140	\$60.60
545	GB225	1.5 Yard Dumpster 1 Time a Week		8.08.140	\$65.32
546	GB230	1.5 Yard Dumpster 2 Times a Week		8.08.140	\$114.51
547	GB235	1.5 Yard Dumpster 3 Times a Week		8.08.140	\$163.91
548	GB240	Extra Pickup 1.5 Yard Dumpster		8.08.140	\$61.78
549	GB245	2 Yard Dumpster 1 Time a Week		8.08.140	\$78.57
550	GB250	2 Yard Dumpster 2 Times a Week		8.08.140	\$137.52
551	GB255	2 Yard Dumpster 3 Times a Week		8.08.140	\$196.89
552	GB260	2 Yard Dumpster 4 Times a Week		8.08.140	\$256.81
553	GB265	2 Yard Dumpster 5 Times a Week		8.08.140	\$318.73
554	GB270	Extra Pickup 2 Yard Dumpster		8.08.140	\$63.04
555	GB275	3 Yard Dumpster 1 Time a Week		8.08.140	\$108.85
556	GB280	3 Yard Dumpster 2 Times a Week		8.08.140	\$190.75
557	GB285	3 Yard Dumpster 3 Times a Week		8.08.140	\$273.22
558	GB287	3 Yard Dumpster 4 Times a Week		8.08.140	\$359.21
559	GB288	3 Yard Dumpster 5 Times a Week		8.08.140	\$452.78
560	GB290	Extra Pickup 3 Yard Dumpster		8.08.140	\$88.59
561	GB295	4 Yard Dumpster 1 Time a Week		8.08.140	\$135.38
562	GB300	4 Yard Dumpster 2 Times a Week		8.08.140	\$262.07
563	GB310	4 Yard Dumpster 3 Times a Week		8.08.140	\$372.06
564	GB315	4 Yard Dumpster 4 Times a Week		8.08.140	\$484.56
565	GB320	4 Yard Dumpster 5 Times a Week		8.08.140	\$601.48
566	GB325	Extra Pickup 4 Yard Dumpster		8.08.140	\$110.10
567	GB330	6 Yard Dumpster 1 Time a Week		8.08.140	\$187.15
568	GB335	6 Yard Dumpster 2 Times a Week		8.08.140	\$357.05
569	GB340	6 Yard Dumpster 3 Times a Week		8.08.140	\$525.50
570	GB345	6 Yard Dumpster 4 Times a Week		8.08.140	\$692.52
571	GB350	6 Yard Dumpster 5 Times a Week		8.08.140	\$858.08
572	GB352	Extra Pickup 6 Yard Dumpster		8.08.140	\$125.23
573	GB355	8 Yard Dumpster 1 Time a Week		8.08.140	\$256.27
574	GB360	8 Yard Dumpster 2 Times a Week		8.08.140	\$482.31
575	GB365	8 Yard Dumpster 3 Times a Week		8.08.140	\$705.46
576	GB370	8 Yard Dumpster 4 Times a Week		8.08.140	\$921.41
577	GB375	8 Yard Dumpster 5 Times a Week		8.08.140	\$1,130.17
578	GB380	Extra Pickup 8 Yard Dumpster		8.08.140	\$151.17
579	GB390	Extra 1/2 Yard		8.08.140	\$8.61
580	GB395	Extra Bag, Box or Bundle		8.08.140	\$4.00
581	GB405	Temporary Delivery 2-8 yard		8.08.140	\$28.78
582	GB420	Temporary 2 Yard Dumpster		8.08.140	\$35.99
583	GB425	Temporary 2 Yard Dumpster Rental		8.08.140	\$6.12
584	GB440	Temporary 4 Yard Dumpster		8.08.140	\$57.59
585	GB445	Temporary 4 Yard Dumpster Rental		8.08.140	\$9.78
586	GB460	Temporary 6 Yard Dumpster		8.08.140	\$79.20
587	GB465	Temporary 6 Yard Dumpster Rental		8.08.140	\$12.41
588	GB480	Temporary 8 Yard Dumpster		8.08.140	\$101.38
589	GB485	Temporary 8 Yard Dumpster Rental		8.08.140	\$15.00
590	GB505	10 Yard Roll-off 1 Time a Month		8.08.140	\$439.12
591	GB510	10 Yard Roll-off Extra Pickup		8.08.140	\$323.93
592	GB515	10 Yard Roll-off 1 Time a Week		8.08.140	\$1,000.58
593	GB520	20 Yard Roll-off 1 Time a Month		8.08.140	\$527.49
594	GB525	20 Yard Roll-off Extra Pickup		8.08.140	\$376.46
595	GB530	20 Yard Roll-off 1 Time a Week		8.08.140	\$1,150.83
596	GB535	20 Yard Roll-off 2 Times a Month		8.08.140	\$749.70
597	GB540	30 Yard Roll-off 1 Time a Month		8.08.140	\$634.54
598	GB545	30 Yard Roll-off Extra Pickup		8.08.140	\$442.38
599	GB550	30 Yard Roll-off 1 Time a Week		8.08.140	\$1,518.74
600	GB555	30 Yard Roll-off 2 Times a Week		8.08.140	\$2,934.37
601	GB560	30 Yard Roll-off 2 Times a Month		8.08.140	\$964.57
602	GB565	40 Yard Roll-off 1 Time a Month		8.08.140	\$932.86

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3	DEPART	FEE TYPE	FEE DESCRIPTION	MLMC Section	2025 Fee
603	GB570	40 Yard Roll-off Extra Pickup		8.08.140	\$505.08
604	GB575	40 Yard Roll-off 1 Time a Week		8.08.140	\$1,707.45
605	GB577	40 Yard Roll-off 2 Times a Week		8.08.140	\$3,414.81
606	GB580	Temporary Delivery 10-40 yd		8.08.140	\$58.05
607	GB585	Temporary Rent		8.08.140	\$43.53
608	GB595	2 Yard Compactor 1 Time a Week		8.08.140	\$173.50
609	GB600	2 Yard Compactor Extra Pickup		8.08.140	\$88.59
610	GB605	10 to 15 Yard Compactor 1 Time a Week		8.08.140	\$1,209.08
611	GB610	10 to 15 Yard Compactor 1 Time a Month		8.08.140	\$385.93
612	GB615	10 to 15 Yard Compactor 2 Times a Month		8.08.140	\$699.63
613	GB620	10 to 15 Yard Compactor Extra Pickup		8.08.140	\$360.53
614	GB625	16 to 20 Yard Compactor 1 Time a Week		8.08.140	\$1,747.22
615	GB630	16 to 20 Yard Compactor 1 Time a Month		8.08.140	\$481.03
616	GB635	16 to 20 Yard Compactor Extra Pickup		8.08.140	\$442.10
617	GB640	21 to 30 Yard Compactor 1 Time a Month		8.08.140	\$563.54
618	GB645	21 to 30 Yard Compactor Extra Pickup		8.08.140	\$468.89
619	GB650	21 to 30 Yard Turn Around 1 Time a Month		8.08.140	\$622.60
620	GB655	21 to 30 Yard Turn Around Extra Pickup		8.08.140	\$527.96
621	GB660	31 to 40 Yard Compactor 1 Time a Month		8.08.140	\$719.84
622	GB665	31 to 40 Yard Compactor Extra Pickup		8.08.140	\$489.50
623	GB670	30 Cans Downtown		8.08.140	\$207.32
624	GB680	Garbage Comm 21-30Yd Comp 1xWk		8.08.140	\$2,370.91
625	GB685	Garbage Comm 21-30Yd Comp 2xWk		8.08.140	\$4,741.85
626	GB710	15 Minutes Manpower		8.08.140	\$21.34
627	GB720	15 Minutes Truck		8.08.140	\$28.18
628	GB730	Return Trip		8.08.140	\$13.34
629	GB900	REC Garb Haul 25 Yd		8.08.140	\$254.18
630	GB910	REC Garb 25 Yd Single Swap		8.08.140	\$74.39
631	GB920	REC Garb 25 Yd Double Swap		8.08.140	\$111.60
632	GB940	REC Garb Overtime to Contractor		8.08.140	\$39.74
633	RGB005	96 Gallon Cart replacement		8.08.140	\$71.34
634	RGB006	64 Gallon Cart replacement		8.08.140	\$64.65
635	RGB007	48 Gallon Cart replacement		8.08.140	\$61.31
636	RGBLID	Cart Lid replacement		8.08.140	\$22.29
637					
638	Nonconforming services will be billed at the nearest higher rate shown in				
639	the above schedule for the type of service rendered. Commercial accounts				
640	may pick any combination or quantity of services shown in the above				
641	and be billed on one account. Yardage or landfill charge - special service				
642	amount charged at landfill multiplied by 1.50.				
643					
644	(1)	Bill Code eliminated. Just use applicable residen			
645	(2)	Eliminating commercial can service--			
646		Replacing with commercial 48 gallon cart service			

2025 UNREPRESENTED WAGE SCALE

The 2025 unrepresented wage scale was reduced from an 11-step scale to a 5-step scale. The percentage between steps was changed from 2.5% to 5.0%. Additionally, the longevity schedule was changed to begin at the start of an employee's sixth year when they have reached the top of the scale.

FLSA	POSITION	GRADE	STEP *				
			1	2	3	4	5
		4	\$ 20.04	\$ 21.00	\$ 22.06	\$ 23.17	\$ 24.35
		5	\$ 21.08	\$ 22.14	\$ 23.24	\$ 24.41	\$ 25.63
		6	\$ 22.16	\$ 23.26	\$ 24.43	\$ 25.67	\$ 26.96
		7	\$ 23.30	\$ 24.46	\$ 25.70	\$ 26.99	\$ 28.34
Non Exempt	Building Attendant	8	Hourly \$ 24.50	\$ 25.73	\$ 27.02	\$ 28.37	\$ 29.80
Non Exempt	Museum Customer Service Attendant		Annual \$ 50,960.00	\$ 53,518.40	\$ 56,201.60	\$ 59,009.60	\$ 61,984.00
Non Exempt	Customer Service Technician	9	Hourly \$ 25.74	\$ 27.03	\$ 28.38	\$ 29.81	\$ 31.31
			Annual \$ 53,539.20	\$ 56,222.40	\$ 59,030.40	\$ 62,004.80	\$ 65,124.80
Non Exempt	Business License Technician	10	Hourly \$ 27.07	\$ 28.43	\$ 29.85	\$ 31.35	\$ 32.92
Non Exempt	Creative Programs Coordinator		Annual \$ 56,305.60	\$ 59,134.40	\$ 62,088.00	\$ 65,208.00	\$ 68,473.60
Non Exempt	Engineering Administrative Technician						
Non Exempt	Meter Reader I						
Non Exempt	Museum Coordinator						
Non Exempt	Meter Reader II	11	Hourly \$ 28.46	\$ 29.88	\$ 31.38	\$ 32.95	\$ 34.60
Non Exempt	Permit Technician		Annual \$ 59,196.80	\$ 62,150.40	\$ 65,270.40	\$ 68,536.00	\$ 71,968.00
Non Exempt	Police Records Technician						
Non Exempt	Utility Billing Technician						
Non Exempt	Evidence Custodian	12	Hourly \$ 29.92	\$ 31.42	\$ 33.00	\$ 34.65	\$ 36.39
			Annual \$ 62,233.60	\$ 65,353.60	\$ 68,640.00	\$ 72,072.00	\$ 75,691.20
Non Exempt	Accounting Technician - Payables	13	Hourly \$ 31.45	\$ 33.03	\$ 34.68	\$ 36.42	\$ 38.24
Non Exempt	Administrative Assistant		Annual \$ 65,416.00	\$ 68,702.40	\$ 72,134.40	\$ 75,753.60	\$ 79,539.20
Non Exempt	Engineering Technician Level I						
Non Exempt	GIS Maintenance Technician						
Non Exempt	IT Support Specialist						
Non Exempt	Planning Division Technician						
Non Exempt	Public Works Technician						
Non Exempt	Recreation Specialist						
Non Exempt	Senior Permit Technician						
Non Exempt	Fire Administrative Coordinator	14	Hourly \$ 33.06	\$ 34.72	\$ 36.47	\$ 38.30	\$ 40.21
Non Exempt	Museum Curator		Annual \$ 68,764.80	\$ 72,217.60	\$ 75,857.60	\$ 79,664.00	\$ 83,636.80
Non Exempt	Assistant Planner	15	Hourly \$ 34.77	\$ 36.51	\$ 38.34	\$ 40.25	\$ 42.28
Non Exempt	CARES Program Coordinator		Annual \$ 72,321.60	\$ 75,940.80	\$ 79,747.20	\$ 83,720.00	\$ 87,942.40
Non Exempt	Code Enforcement Officer						
Non Exempt	Community Service Officer						
Non Exempt	Engineering Technician Level II						
Exempt	Human Resources Coordinator						
Non Exempt	Payroll Accounting Specialist						
Non Exempt	Building Inspector I	16	Hourly \$ 36.55	\$ 38.39	\$ 40.32	\$ 42.34	\$ 44.46
Non Exempt	Engineering Construction Inspector		Annual \$ 76,024.00	\$ 79,851.20	\$ 83,865.60	\$ 88,067.20	\$ 92,476.80
Exempt	Executive Assistant/Deputy Clerk						
Exempt	Accountant I	17	Hourly \$ 38.43	\$ 40.36	\$ 42.38	\$ 44.50	\$ 46.73
Non Exempt	Associate Planner		Annual \$ 79,934.40	\$ 83,948.80	\$ 88,150.40	\$ 92,560.00	\$ 97,198.40
Non Exempt	Building Inspector II						
Non Exempt	GIS Technician/Locator						
Non Exempt	Intelligence Crime Analyst						
Exempt	Municipal Services Accountant						
Non Exempt	Planner						
Exempt	Police Records Supervisor						
Exempt	Recreation Supervisor						
Non Exempt	Senior Engineering Technician						
Exempt	Utility Billing Supervisor						
Exempt	Accountant II	18	Hourly \$ 40.40	\$ 42.42	\$ 44.54	\$ 46.78	\$ 49.12
Non Exempt	Building Inspector III		Annual \$ 84,032.00	\$ 88,233.60	\$ 92,643.20	\$ 97,302.40	\$ 102,169.60
Non Exempt	Communications & Marketing Specialist						
Exempt	Business Manager	19	Hourly \$ 42.47	\$ 44.59	\$ 46.83	\$ 49.18	\$ 51.64
Non Exempt	Construction Management Program Assistant Manager		Annual \$ 88,337.60	\$ 92,747.20	\$ 97,406.40	\$ 102,294.40	\$ 107,411.20
Non Exempt	Development Review Program Manager						
Exempt	GIS/Programming Manager						
Non Exempt	Housing & Grants Manager						
Exempt	Office Manager						
Exempt	Administrative Services Manager/City Clerk	20	Hourly \$ 44.67	\$ 46.90	\$ 49.25	\$ 51.72	\$ 54.30
Exempt	Construction Management Program Manager		Annual \$ 92,913.60	\$ 97,552.00	\$ 102,440.00	\$ 107,577.60	\$ 112,944.00
Exempt	Deputy Building Official/Plans Examiner						
Non Exempt	Development Surveyor						
Exempt	IT Systems Administrator						
Non Exempt	Long Range Planner						
Exempt	Municipal Services Administration Manager						
Non Exempt	Project Surveyor						
Non Exempt	Senior Planner						

FLSA	POSITION	GRADE		1	2	3	4	5
Exempt	Accounting Division Manager	21	Hourly	\$ 46.95	\$ 49.30	\$ 51.78	\$ 54.37	\$ 57.09
Non Exempt	Design Engineer		Annual	\$ 97,656.00	\$ 102,544.00	\$ 107,702.40	\$ 113,089.60	\$ 118,747.20
Exempt	Human Resources Manager							
Exempt	IT Sr. Systems Administrator							
Exempt	IT Operations Manager							
Exempt	Parks Maintenance Superintendent							
Exempt	Planning Manager							
Non Exempt	Project Engineer							
Exempt	Recreation Superintendent							
Exempt	Building Official	22	Hourly	\$ 51.73	\$ 54.32	\$ 57.04	\$ 59.89	\$ 62.89
Exempt	Facilities Manager		Annual	\$ 107,598.40	\$ 112,985.60	\$ 118,643.20	\$ 124,571.20	\$ 130,811.20
Exempt	Fleet Manager							
Exempt	Museum & Art Center Superintendent							
Exempt	Public Works Superintendent							
Exempt	Stormwater System Manager Level II							
Exempt	Street Maintenance Manager							
Exempt	Utility Services Manager							
Exempt	Wastewater Manager							
Exempt	Water Services Manager							
Exempt	Assistant Fire Chief - Fire Prevention	23	Hourly	\$ 57.01	\$ 59.86	\$ 62.86	\$ 66.01	\$ 69.31
Exempt	Deputy Fire Chief		Annual	\$ 118,580.80	\$ 124,508.80	\$ 130,748.80	\$ 137,300.80	\$ 144,164.80
Exempt	City Engineer	24	Hourly	\$ 62.82	\$ 65.97	\$ 69.27	\$ 72.74	\$ 76.38
Exempt	Community Development Director		Annual	\$ 130,665.60	\$ 137,217.60	\$ 144,081.60	\$ 151,299.20	\$ 158,870.40
Exempt	Human Resources Director							
Exempt	Parks, Recreation and Cultural Services Director							
Exempt	Police Captain							
Exempt	Assistant City Manager	25	Hourly	\$ 69.21	\$ 72.68	\$ 76.32	\$ 80.14	\$ 84.15
Exempt	Finance Director		Annual	\$ 143,956.80	\$ 151,174.40	\$ 158,745.60	\$ 166,691.20	\$ 175,032.00
Exempt	Fire Chief							
Exempt	Public Works Director							
Exempt	Technology Services Director							
Exempt	Police Chief	26	Hourly	\$ 76.27	\$ 80.08	\$ 84.10	\$ 88.30	\$ 92.72
			Annual	\$ 158,641.60	\$ 166,566.40	\$ 174,928.00	\$ 183,664.00	\$ 192,857.60
Exempt	City Manager		Contract					

LONGEVITY (years with City) - Annual Rate paid bi-weekly

YEARS	AMOUNT
6 - 9.99	\$600
12 - 14.99	\$1,200
15 - 19.99	\$1,800
20 +	\$2,400

* reflects COLA of 2.6%