

City of Medina

2025 Adopted Budget Memo



2025 Budget Calendar City of Medina, Washington

Statutory Dates	Planned/Actual Dates	2024 Budget Process
No legal requirement	September 9, 2024	Council holds a budget presentation to gather input on 2025 Preliminary Budget.
Oct 2, 2024	September 16, 2024	City Manager provides City Council with 2025 Revenue projections for the current year. City Manager provides a 2025 Preliminary Budget showing 2025 Revenue and Expenditures by Department.
No legal requirement	Sept 23, 2024	City Council holds a study session on 2025 Preliminary Budget. <i>Balancing decisions made if necessary.</i>
Nov 2, 2024	October 14, 2024	City Manager files 2025 Updated Preliminary Budget & Budget Message with the City Clerk and the City Council.
Prior to November 25, 2024	October 14, 2024	City Council holds Preliminary Public Hearing on 2025 Budget & Revenue Sources (Property Tax Levy)
No later than Nov 2, through Nov 20, 2024	Dates as needed prior to Nov 12 th meeting	City Clerk publishes notice of filing of 2025 Budget and publishes notice of public hearing on final budget once a week for two consecutive weeks.
Nov 21, 2024	Nov 12, 2024	Copies of 2025 proposed final budget are made available to the public at the Regular City Council meeting.
Nov 30, 2024 (KC due date) (Hearing due date 12/4/23)	Nov 12, 2024	Council holds Final Public Hearing and sets the 2025 Property Tax Levy to certify property tax levy to King County Assessor's Office
Dec. 31, 2024	Nov 12, 2024,	Council adopts Final 2025 Budget at the Regular Monthly City Council meeting.
After Adoption	After Adoption	Copies of 2025 Final Budget Ordinance are filed with the Washington State Auditor's Office, MRSC and AWC.

To the Community and Council of the City of Medina, staff is proud to present the 2025 preliminary budget memo. Please note a more comprehensive overview will be provided alongside the budget workbook prior to the deep dive at the second September Council meeting.

Included with the memo is an overview of the 2019 passed property tax levy lid lift, with an updated financial forecast through 2031.

Lastly, the overall preliminary summary of the 2025 budget, along with a brief description and highlights for visibility before the deep dive.

2019 Property Tax Levy Lid Lift

The promises that were made to the voters, if they passed the measure, are the foundation this budget was built on.

Why did we go to the ballot? The City was at a financial crossroads. Rising costs were making it difficult for the City to provide the level of services our community has come to expect. Until 2019, the City had been able to balance the budget through aggressive cost-savings measures, identifying additional revenue sources and dipping into reserves. But in looking long-term, the City determined it could no longer find efficiencies without impacting service delivery.

The 1% rule: While property values continue to rise, the City's tax revenues don't rise in tandem. This is because the City's tax revenues are not based on a percentage of Medina property value; instead, the City is authorized to collect a predetermined amount of property tax each year, and each homeowner pays a proportional share of that predetermined amount. Since 2001, local governments (like Medina) are not allowed to raise their portion of the property tax levy beyond one percent (1%) a year without a vote of the public. For context: In 2019, the City's total 2019 property tax income was set by state law at \$2.8 million in total, and a 1% increase would only yield an additional \$28,000 for the City in 2020, not nearly enough to cover the rising cost of services. (Fire services alone increased by nearly double that amount in 2019.)

Asking the voters to decide: In the fall of 2019, the question of how to maintain Medina went to voters. Because the levy lid lift was approved, the City has funds to continue current service levels without significant cuts.

The majority of all Medina's General Fund & Street Operations spending is for services that are state-mandated or essential support functions to the mandated services.

However, the state doesn't dictate the level of services to be provided. For example, a city must provide law enforcement, but the state doesn't dictate staffing levels, how often patrols are scheduled, or whether lifeguards are required for public beaches. After nearly 20 years of budget trimming, Medina was facing the need to cut into service levels that would be noticeable in every area, including public safety. In 2018, City Council and staff started a 2-year process of long-term financial planning, exploring options and public engagement surrounding a levy lid lift measure. These promises were born from those conversations and must be kept:

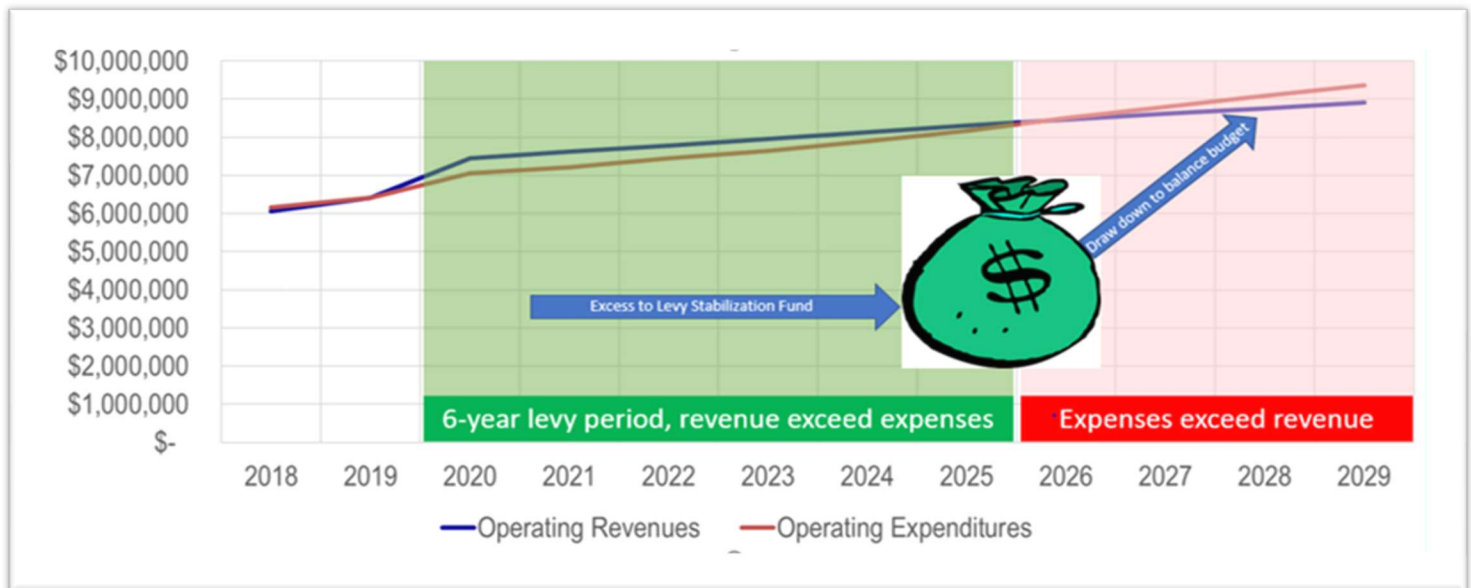
-Maintain the same LEVEL of services as before the levy lid lift. Remember, these were already trimmed service levels. This dictates a service level, status-quo budget. So, no additions or reductions from the promises made in 2019.

-Restore the City's measures of financial health:

- Start each new year with the full General Fund required balance to cover first quarter expenses. This is something the State Auditor looks for, as well as creditors. It allows us to continue to pay the bills while waiting for our major source of funding (property taxes) that only get paid to the City in portions every 6 months.
- Engaged Finance Committee.
- Continual long-term financial planning, always looking ahead 10 years.
- Contingency Fund rebuilt.
- *Develop community friendly financial statements.

-Make the "bump" from the 6-year levy last at least 10-years.

Levy year 1 (2020) filled the gap and allowed services to continue without reduction. Years 2-6 (2021-25) will have budgeted transfers to a *Levy Stabilization Fund* in amounts that will build a minimum operating reserve of \$2M to draw on for at least another 4 years. 2023's budget reflects a \$500K transfer into this fund. See illustration below.



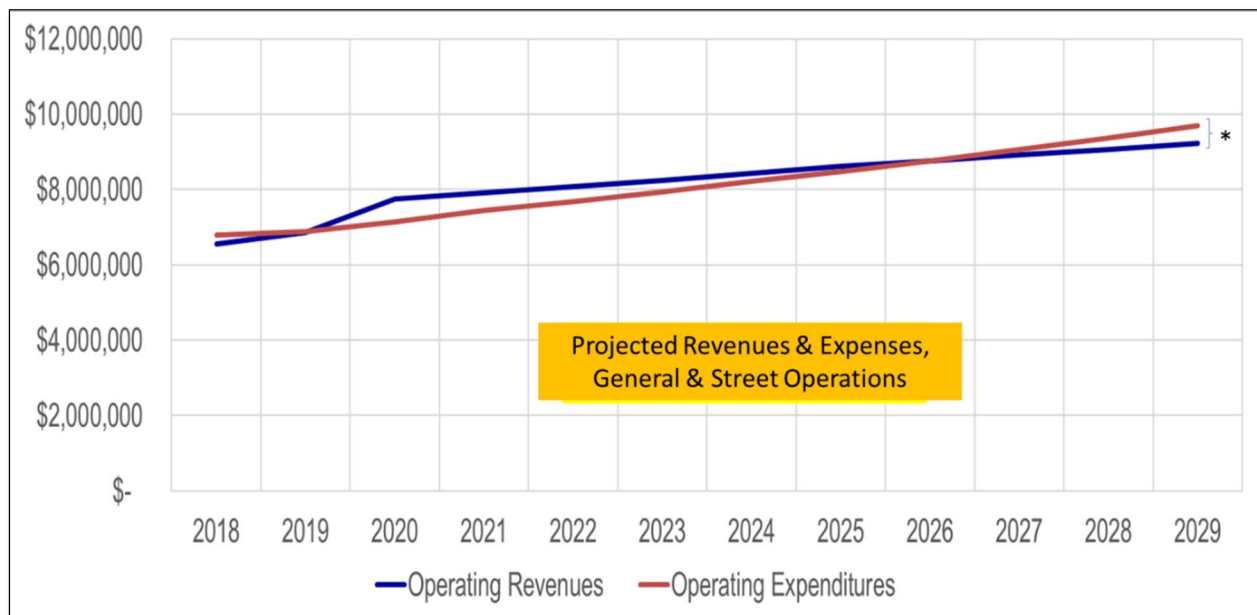
SPECIFICS ABOUT THE LEVY

The levy's structure was designed to have an initial increase of no more than \$0.20 per \$1000 assessed value (example \$2M AV home = additional \$400/year). In 2020 this gave the City an additional 12% of revenue towards General Fund and Street Operations, \$941,572. For the next five years (2021-2025) the City will be allowed to increase this amount by 5%, see projected table below. In 2026 the previous year's levy total will roll into the regular property taxes, which is limited to subsequent annual increases of no more than 1% (unless another levy lid lift is approved by voters).

How Much Extra Funds is the Levy Lid Lift Creating Each Year?				
Projected Revenues, 2020-2029				
	Amount of Increase	Total		
2020	\$ 941,572	\$ 941,572	Initial "bump"	
2021	\$ 47,079	\$ 988,651	+5% each year	
2022	\$ 49,433	\$ 1,038,083		
2023	\$ 51,904	\$ 1,089,987		
2024	\$ 54,499	\$ 1,144,487		
2025	\$ 57,224	\$ 1,201,711		
2026	\$ 12,017	\$ 1,213,728	+1% each year	
2027	\$ 12,137	\$ 1,225,865		
2028	\$ 12,259	\$ 1,238,124		
2029	\$ 12,381	\$ 1,250,505		
		\$ 11,332,713	10-year total	

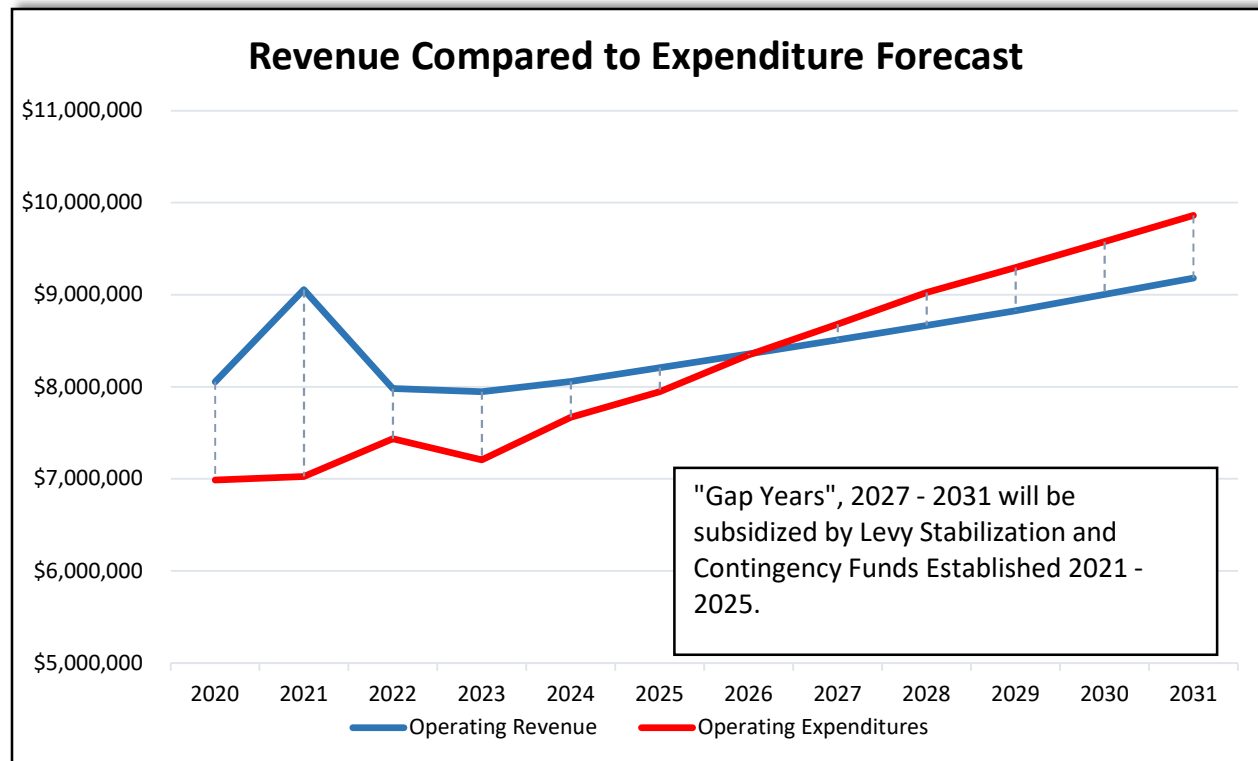
Forecasting for the Future

After the Levy passed, former Finance Director Julie Ketter prepared the following report to compare forecasted operating revenues to expenditures over the life of the Levy and beyond. She predicted a crossover point of 2027, where expenditures would surpass revenue and the City would then have to dip into the stabilization fund.



Now that we are preparing for the 2025 Budget, a new forecast is imperative to track the financial stability of the City and to prepare for the future. When the prior model was created, there was no way to predict the impact that the COVID 19 pandemic would have on the city and its finances. With a halt to projects and a stay-at-home order in effect, the city saw a decrease in expected expenditures in 2020 and 2021 while subsequently seeing an increase in sales tax revenue. This would not last however as 2022 and 2023 have seen an inflationary increase across the board, only somewhat mitigated by the increase in investment interest revenue. These increases are expected to still impact the 2025 budget, before a predicted gradual return to pre-pandemic levels within 1-3 years.

The below graph shows that while revenue and expenditure numbers differ from the 2020 model, the crossover to deficit spending is still on track for 2027 with the Levy stabilization amount predicted to supplement the general fund until at least 2031.



2025 Preliminary Budget Summary

With rising costs and certain budgetary changes, I must thank staff for their conservative approach, to allow us to bring a balanced preliminary budget to both Council and the community. First an overview of the total preliminary numbers across the board for 2025, followed by key items by department and fund. Please note that this is a working document, and all numbers are subject to change as additional information and feedback is given.

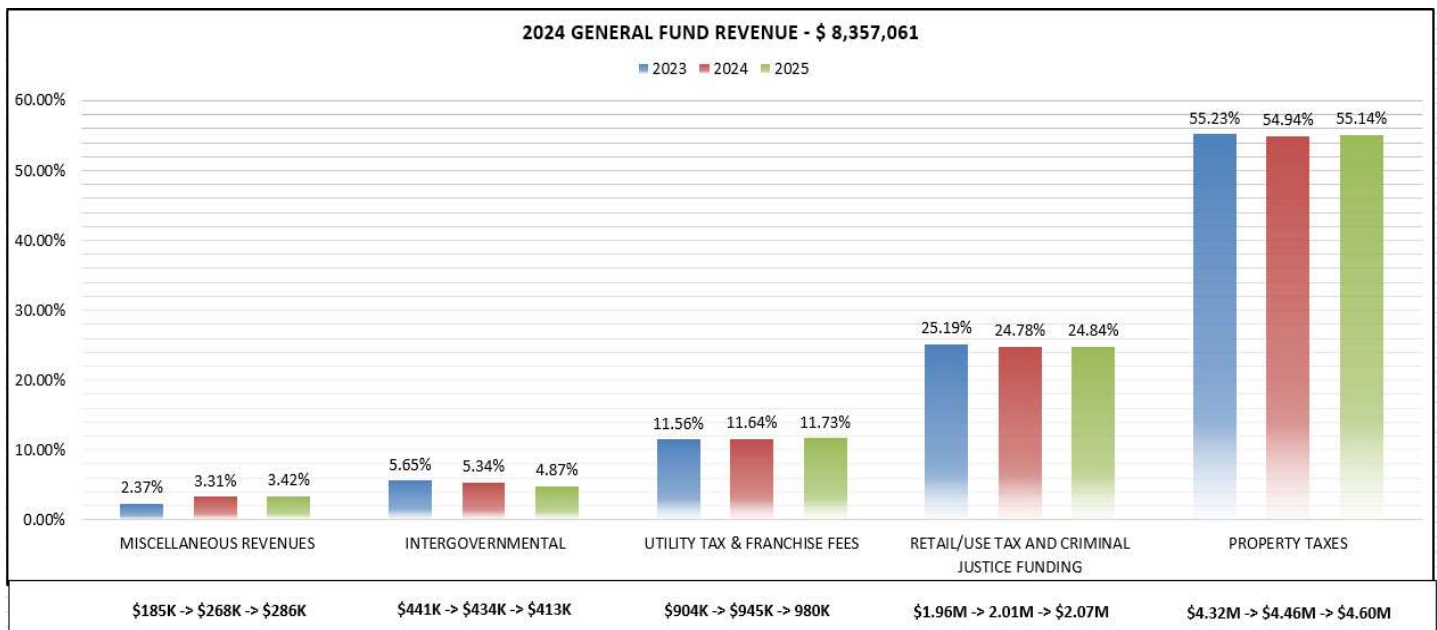
City of Medina 2025 Budget - General Fund			
Revenue			
Total Revenue		\$	8,357,061
Change		\$	235,860
Expenditures			
Department	2024 Adopted Budget	2025 Proposed Budget	Delta
Exec.	292,970	\$ 308,736	\$ 15,766
Finance	683,422	\$ 614,051	\$ (69,371)
Central Services	1,197,708	\$ 1,186,277	\$ (11,431)
Police	2,806,793	\$ 2,931,655	\$ 124,862
Fire	934,285	\$ 950,544	\$ 16,259
Parks	608,415	\$ 630,355	\$ 21,940
Rec Services	48,500	\$ 48,500	\$ -
Legislative	70,500	\$ 83,000	\$ 12,500
Long Range Planning	-	\$ 315,222	\$ 315,222
Legal	410,200	\$ 483,000	\$ 72,800
Social and Env. Services	52,648	\$ 55,966	\$ 3,318
Transfers	860,000	\$ 725,000	\$ (135,000)
Total General Fund Exp.	\$ 7,965,442	\$ 8,332,306	\$ 366,864
Total General Fund Surplus			\$ 24,755
City of Medina 2025 Budget Capital Fund			
Revenue			
Total Revenue	\$		1,535,000
Change from 2024	\$		235,000
Expenditures			
Total Capital	\$		600,000
Total Stormwater	\$		250,000
Total Capital Fund Exp.	\$		850,000
Change from 2024	\$		(720,000)
Variance between Capital revenue and Capital expenditures due to significant amount of projects handled in 2024.			
City of Medina 2025 Budget Dev Services Fund			
Revenue			
Total Revenue	\$		1,060,500
Change	\$		196,000
Expenditures			
Total Expenditures	\$		1,208,513
Change	\$		(8,577)
Total Development Services Deficit			\$ (148,013)

2025 General and Street Fund, (\$8,440,003), 80.1% of Total City Budget

From a financial standpoint, the General Fund makes up the largest portion of the City's budget. The General Fund includes the Police Department, Central Services, Finance, Parks, Fire Services, and more. Please note that while the Street Fund is separate on the accounting side, it has been included as over 80% of the fund's revenue consists of transfers from the General Fund.

Revenue Notes:

- Property tax revenue increase of 3.3% per the Levy Lid Lift and legacy portions.
- Sales tax budgeted at a 3.1% increase from what was expected in 2024.
- Intergovernmental income estimated by MRSC, expected to drop as Medina's population fell from 2023 to 2024.
- With the increase in interest rates, interest earning income in 2025 is predicted to increase over what was budgeted for in 2024, 8% is the conservative estimate.

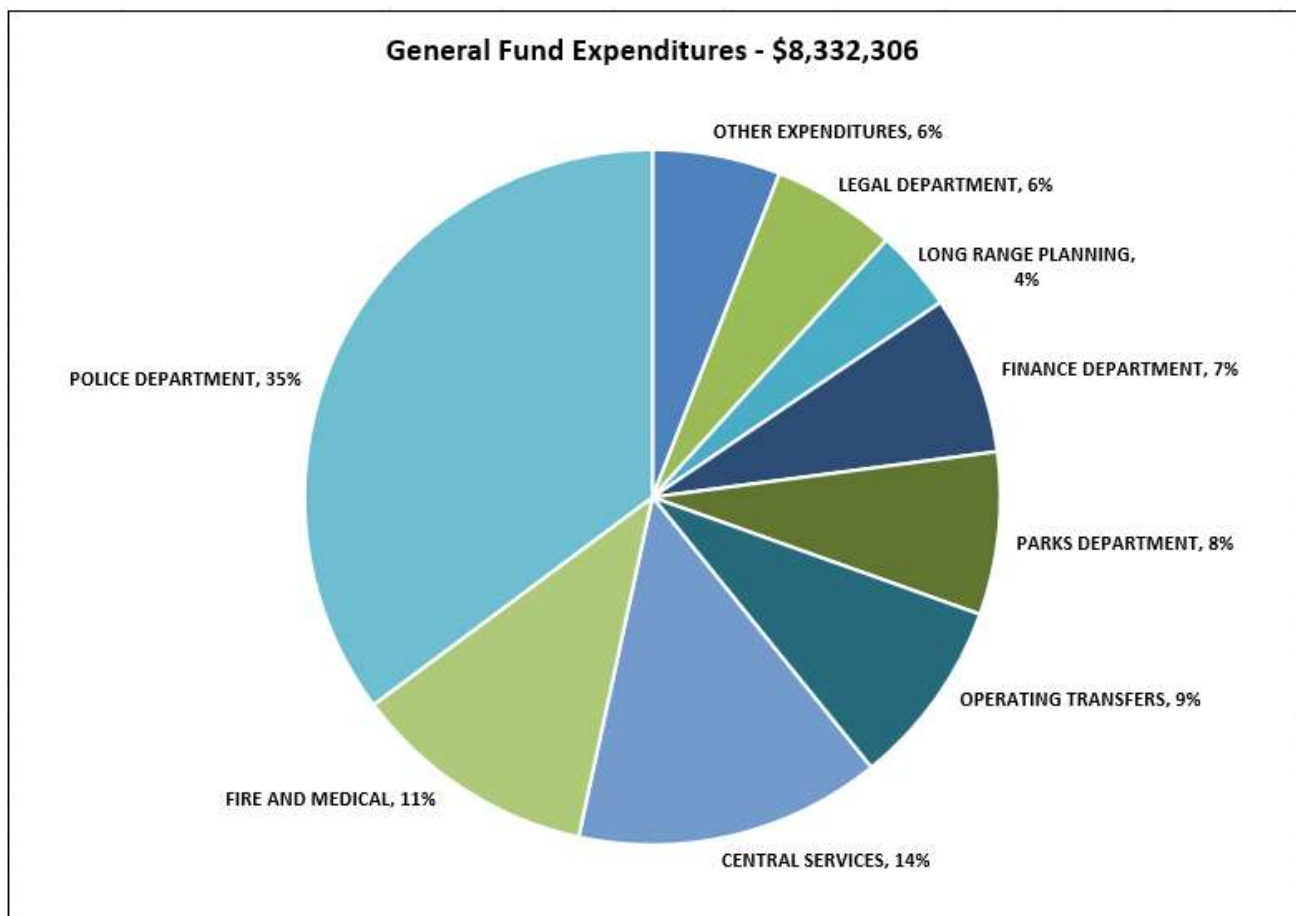


Employee Salary and Benefits

- With the CPI-W of 3.6% June to June, all employees will see a cost-of-living raise tied to that number per the labor agreements of Medina's clerical staff, law enforcement, and public works.
- Medical benefits are estimated to increase by 7.3% for 2025 with Dental and Vision staying flat.
- The addition of the Sergeant Position for 2025 has been reflected in the budget, raising the total salaries and wages of the PD an extra 3%.

Fixed Cost Increases for 2025

- 30% increase to the cost of pollution prevention from Puget Sound Clean Air Agency.
- With the heavy increase in fire services in 2024 due to station 10 being built, Bellevue Fire has increased their service cost by only 3.42% for 2025.
- Medina is switching insurance risk pools in 2025, going from WCIA to AWC. This reduces the cities insurance costs by 31% and saving Medina \$120K/annually.
- Our IT managed services are expected to decrease by 3.59% for 2025 with a reduction in certain projects for 2025.



Highlighted Department Notes and Asks for 2025

- **Transfers**
 - 4.35% decrease to Street Fund from the General Fund, with a \$25K increase from the Capital Fund to cover additional street cleanings.
 - \$285K allocated to the Levy Stabilization Fund per Council direction.
- **Legal**
 - \$20K increase to Special Counsel, to cover legal fees associated with WSDOT lid discussions and new Teamsters Labor Contracts.
 - \$50K unfunded mandate fund created for unknown 2025 costs, allocated by City Manager discretion.
- **Police Department**
 - 6.09% increase to salaries and benefits due to replacement of Police Administrative Specialist position replaced by second Police Sergeant.
 - Increased costs for 2025 include replacement uniforms, operational supplies, officer trainings, firearms and NORCOM.
- **Finance**
 - 33% Increase personal benefits due to staff adding medical and reducing the opt out.
 - Overall, 10% decrease to budget in 2025 due to reduced insurance costs.
- **Central Services**
 - Reduced professional services by 29%, with the completion of the Comp Plan.
 - \$8K increase to postage, with heavier usage of community mailings and the addition of the new member outreach program.
 - Large increase to capital outlay due to the need for replacement servers, will be a three-year process.
- **Public Works**
 - \$53K increase to street cleaning per budget retreat.
 - \$20K decrease to capital outlay, with removal of plow accessories.

2025 Development Services Fund (\$1,208,513), 11.5% of Total City Budget

2022 was the first year of the Development Services Enterprise Fund.

Unfortunately, this coincided with a reduction of residential work within the city, which saw permitting revenue fall under what was forecasted. While 2023 saw a return to a more normal workload, 2024 is predicted to be like 2022. Please note that less permitting work does lead to decreased consulting costs, however fixed costs remain. Staff is working on a plan to address the planned budget shortfall for 2025.

Notes for 2025

- Based on 2024 actuals, staff are forecasting an 10% decrease in revenue from permitting for 2025 (compared to 2024 budget predictions).
- \$30K increase in shoreline consulting costs expected for 2025, with new consultant and more requirements from the Department of Ecology.
- Increase in postal expenses for code enforcement with staff more active in community over violations.
- \$50K increase in planning consultant costs for permitting work. Based on 2024 actuals, as hourly costs increase industry wide.
- 50% of the Planning Manager salaries/benefits have been allocated to the General Fund, along with all long-range planning costs from consulting.

2025 Capital and Tree Funds (\$880,000), 8.4% of Total City Budget

Capital Fund revenues come from five sources, each coming with restrictions of what it can be used for:

Real Estate Excise Tax -REET (\$1,350,000 or 88% of total) is generated from the selling of real estate within the community. It is the most restrictive source as it can only be used for large capital improvement projects. The State strictly defines those projects, and its use is audited thoroughly each year. Since the real estate market goes through boom-to-bust cycles over time, this revenue source mirrors it. Medina has been enjoying a robust local real estate period for several years with both large and small lots being sold. 2025's anticipated REET revenue of \$1.350M has been budgeted conservatively when compared to 2024 actuals. It assumes there is a finite amount of developable inventory within the city as well as available local industry and customers with an appetite to take on the types of homes that we have seen built.

Grant Funds/Intergovernmental (0% of total) Grants can come from a variety of sources. In Medina they typically come from the State Transportation Improvement Board. While nothing is expected from TIB in 2025, city staff will continue to look at options for federal funding going forward.

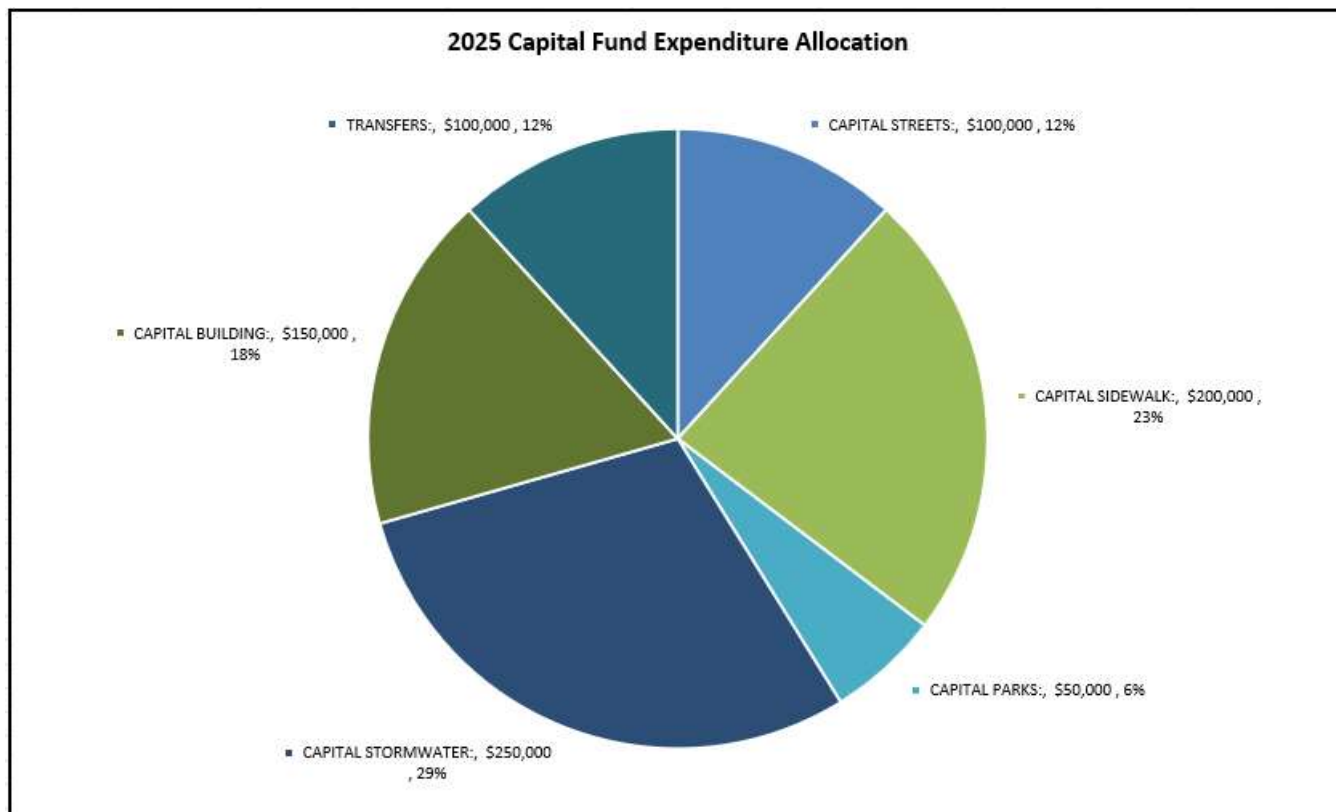
King County Parks Levy (\$50,000 or 3% of total) is the voter approved levy to improve parks county-wide. Medina's allocation from that levy that will be received each year, 2020-2025.

Investment Earnings (\$135,000 or 9% of total) from the balance kept in this fund. The capital fund is projected to end 2024 with a fund balance of about \$7M. This balance has been built over the recent real estate boom to continue with needed projects once the market cools and REET receipts decline.

Donations from the community for capital projects, especially park improvements, are the fifth source of funding. The community has been generous over the years, but this is not a source we include in budget planning.

2025 Projects

- \$100K for 87th Ave NE Overlay.
- \$200K for Sidewalk Project - Evergreen Point Road, from NE 12th ST to NE 16th St.
- \$150K for City Hall and PW Shop Maintenance and Improvements.
- \$250K for 87th AVE NE Stormwater Improvement Project.
- \$30K set aside for tree planting and potential hazardous tree removal.



Year End Carryover Balances

As is the case with a lot of smaller organizations, Medina does not use accrual accounting methods, instead it operates on a cash basis. Accrual accounting means revenue and expenses are recognized and recorded when they occur, while cash basis accounting means these line items aren't documented until cash exchanges hands. A result of this is that known future expense obligations are not reflected in financial reports. This distinction is important when it comes to viewing the City's year-end carryover balances. Fund balances remaining at the end of each year, especially in the General Fund, can be mistakenly assumed to be discretionary "reserves". It is similar to a personal checkbook balance that is needed to pay bills that will come due before you get paid again. Since most Medina's funding for general day-to-day operations doesn't come in until the spring, it is our policy based on auditor & financial advisory organizations recommendations, that we start each year with a 25% carryover balance to cover those 1st quarter expenses. When unexpected General Fund revenues or cost savings happen, it will be staff's recommendation to Council--based on Finance Committee's set policy--to direct that amount into rebuilding the City's drained Contingency Fund. The first transfer of this kind was made in 2021 from 2020's ending fund balance carryover excess. Additional funds are planned to be transferred in 2024 with end of year surplus.

GENERAL FUND REVENUE

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		Comments:
	GENERAL FUND - REVENUES					
001 000 000 311 10 00 00	PROPERTY & SALES TAX					
	General Property Taxes	4,461,393	4,461,393	4,608,359	▲3.29%	Includes 1% all'd increase + new constrct/improvmnts +levy lid lift portion at +5%, Waiting on KC worksheet
001 000 000 313 11 00 00	Local Retail Sales & Use Tax	1,904,941	1,945,000	1,964,450	▲3.12%	2024.07 ytd rolling 12 mos (+ passthru ARCH cont. from SHB1406, COM ord 985, \$10,000 est)
001 000 000 313 71 00 00	Criminal Justice Funding	107,863	107,864	111,099	▲3.00%	Flat to 2024.07 ytd rolling 12 mos
	TOTAL PROPERTY & SALES TAX	6,474,197	6,514,257	6,683,908	▲3.24%	
	BUSINESS & OCCUPATION-UTILITY TAX					Util Tax 6% and Franchise Fees 4%
001 000 000 316 41 00 00	Electric - Puget Sound Energy	255,000	277,553	260,100	▲2.00%	Based on 2024.07 ytd rolling 12 mos, + 2% for Inflation
001 000 000 316 42 00 00	Gas - Puget Sound Energy	132,600	160,000	145,000	▲9.35%	
001 000 000 316 43 00 00	Water & Sewer	204,000	252,756	208,080	▲2.00%	
001 000 000 316 45 00 00	Garbage, Solid Waste	42,840	50,705	55,000	▲28.38%	
001 000 000 316 46 00 00	Cable - Comcast	83,640	80,555	85,313	▲2.00%	
001 000 000 316 47 00 00	Telephone - Mobile & landline	36,720	35,411	37,454	▲2.00%	
001 000 000 317 20 00 00	Leasehold Excise Tax	6,589	(410)	2,000	▼69.64%	
	BUSINESS LICENSE/PERMITS-FRANCHISE FEES					
001 000 000 321 91 00 00	Franchise Fees - Water/Sewer COB, Cable Comcast	183,600	208,951	187,272	▲2.00%	Assumes 4% Franchise Fee per Ord 895 of 11/30/2012 , applied as above
	TOTAL UTILITY TAX & FRANCHISE FEES	944,989	1,065,522	980,219	▲3.73%	
	LICENSES & PERMITS					
001 000 000 322 30 00 00	Animal Licenses	400	360	400	▲0.00%	Based on 2024.07 ytd annualized
001 000 000 322 90 00 00	Other Non Bus. Licenses & Permits (Gun Permits)	600	450	500	▼16.67%	Based on 2024.07 ytd annualized
001 000 000 322 91 00 00	Special Permits-Events, Other					Based on 2024.07 ytd annualized
	TOTAL LICENSES & PERMITS	1,000	810	900	▼10.00%	
	INTERGOVERNMENTAL					
001 000 000 332 92 10 00	COVID-19 Non-Grant Assistane (CARE)					
001 000 000 332 92 10 01	Coronavirus Local Fis. Rec. (ARPA)	28,000	26,000	-	▼100.00%	Allocate \$28K x 3 yrs to COB CARES program, see PD expense. Remaining ARPA in Capital.
001 000 000 334 01 10 00	Dept of Justice- Federal Grant					Based on one budgeted vest replacement, see PD exp
S/B in street	Multimodal Transportation - Cities					2024: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 21 00	MVET-Criminal Justice-Pop.	1,112	1,041	1,168	▲5.04%	2024: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 26 00	Criminal Justice-Special	3,949	3,677	4,088	▲3.52%	2024: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 51 00	DUI/Other Criminal Justice		201			
001 000 000 336 06 94 00	Liquor Excise Tax	21,148	21,164	19,155	▼9.42%	2024: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 00	Liquor Control Board Profits	22,084	19,373	21,520	▼2.55%	2024: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 01	Liquor Control Board Profits-Public Safety Portion		4,475			
001 000 000 342 11 00 00	Hunts Point Police Contract- Add'l Police Serv	357,227	357,227	360,937	▲1.04%	Based on 13.1% avg previous years of expense subtotal line
	TOTAL INTERGOVERNMENTAL	433,520	433,158	406,868	▼6.15%	
	CHGS FOR GOODS AND SERVICES					
001 000 000 341 99 00 00	Passport & Naturalization Fees	5,000	4,291	5,000	▲0.00%	Flat to 2024
	TOTAL CHGS FOR GOODS/SERVICES	5,000		5,000	▲0.00%	
	FINES & FORFEITURES					
001 000 000 353 10 00 00	Municipal Court-Traffic Infrac	18,000	18,000	18,000	▲0.00%	Hx ratio of court costs (75%) to revenue
	TOTAL FINES & FORFEITURES	18,000	18,000	18,000	▲0.00%	
	MISCELLANEOUS REVENUE					
001 000 000 361 11 00 00	Investment Interest	125,000	225,000	135,000	▲8.00%	Assumes LGIP and Bond Investments Interest, allocated between General Fund (50%) & Capital (50%)--- 2023.07 ytd annualized
001 000 000 361 40 00 00	Sales Interest	2,000	6,000	4,500	▲125.00%	Based on 2023 actual annualized 7.23
001 000 000 362 00 00 10	Wireless Commun. Facility Leases	27,000	28,600	30,030	▲11.22%	2024 American Towers Corp. Increased in 2023
001 000 000 362 00 00 20	Post Office Facility Lease	88,508	88,508	88,508	▲0.00%	Lease of \$7375.67/mo
001 000 000 367 11 00 00	Contributions/Donations	-	-	-		In 2024 we are not planning on asking for Community Donations
001 000 000 369 30 00 10	Confiscated Property-Auction		-			
001 000 000 369 91 00 00	Other	1,000	5,225	3,500	▲250.00%	Based on 2024 Revenue, Misc Revenue coded here
001 000 000 369 91 00 10	Other-Copies	235	25	75	▼68.09%	Based on 2024 Budget
001 000 000 369 91 00 15	Other-Fingerprinting	590	300	400	▼32.20%	Based on 2024 Budget
001 000 000 369 91 00 35	Other-Notary	110	75	100	▼9.09%	Based on 2024 Budget
001 000 000 369 91 00 45	Other-Reports	53	50	53	▲0.00%	Based on 2024 Budget
	TOTAL MISCELLANEOUS REVENUES	244,496	353,783	262,166	▲7.23%	
001 000 000 382 20 00 00	REFUNDABLE DEPOSITS (NOT REFLECTED IN BUDGET) Refundable Retainage					
	DISPOSITION OF CAPITAL ASSETS					
001 000 000 395 10 00 00	Proceeds From Sales of Capital Assets		18,288			
	TOTAL DISPOSITION OF CAPITAL ASSETS	-	18,288	-		
	TOTAL GENERAL FUND REVENUE	\$ 8,121,201	\$ 8,403,817	\$ 8,357,061	▲2.90%	

FUND TRANSFERS OUT

		2024	2024	2025		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Actuals	Adopted Budget		Notes:
	OPERATING TRANSFERS					
	<u>From General Fund to:</u>					
001 000 000 597 00 30 00	Levy Stabilization Fund	\$ 400,000	\$ 500,000	\$ 285,000	▼28.75%	Hit required amt by EOY 2023
001 000 000 597 00 00 03	Street Fund	\$ 460,000	\$ 440,000	\$ 440,000	▼4.35%	
001 000 000 597 00 01 00	Contingency Fund					Contingency Fund used to show additonal saved funds
	TOTAL TRANSFERS FROM GENERAL FUND	860,000	940,000	725,000	▼15.70%	
	<u>From Capital Projects Fund to:</u>					
307 000 000 597 00 00 30	Street Fund	75,000	75,000	100,000	▲33.33%	Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
	TOTAL TRANSFERS FROM CAPITAL FUND	75,000	75,000	100,000		
	TOTAL OPERATING TRANSFERS	935,000	1,015,000	825,000	▼11.76%	

LEGISLATIVE SERVICES

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		
						Notes:
	GENERAL FUND - EXPENDITURES					
	LEGISLATIVE SERVICES					
001 000 000 511 60 41 00	Professional Services		750	20,000		CC retreat, End of year banquet
001 000 000 511 60 41 01	Legislative Activities-Regional Intergovt	6,500	6,500	7,000	▲7.69%	AWC (\$1900), PSRC (\$700), Eastside Transp.(?), Sound Cities (\$2,202)
001 000 000 511 60 43 00	Training	10,000	7,000	2,000	▼80.00%	AWC training, conferences, meals, and travel
001 000 000 511 60 49 00	Miscellaneous	2,000	1,200	2,000	▲0.00%	Park Board, Planning Comm, Council misc meeting expenses
001 000 000 511 60 49 10	Medina Days	52,000	42,000	52,000	▲0.00%	\$35,000 Fireworks+ \$15,000 barge, \$2,000 sani-cans (Finance Committee reccomendation, promissed with Levy Lift)
	TOTAL LEGISLATIVE SERVICES	70,500	57,450	83,000	▲17.73%	

LEGAL

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		
						Notes:
	LEGAL DEPARTMENT					FTE's: NA, contracted
001 000 000 515 41 40 00	City Attorney	300,000	235,000	300,000	▲0.00%	Per SM, hx avg of "routine legal service", "excluding itigation or highly contentious events"= \$250K. SB added \$75K for "contentious", less \$25K to DS budget \$50K for State Route 520 Mediation, \$10K for Labor Union Negotiations \$50K budget, for City Manager and Council to allocate throughout the year Required Service/Expenditure - Offset by Court Revenue Required Service/Expenditure
001 000 000 515 45 40 00	Special Counsel	40,000	75,000	60,000	▲50.00%	
001 000 000 515 45 40 00	Unfunded Mandate			50,000		
001 000 000 512 50 40 10	Municipal Court-Traffic/NonTrf	15,000	15,000	15,000	▲0.00%	
001 000 000 512 50 41 10	Prosecuting Attorney	48,000	48,000	48,000	▲0.00%	
001 000 000 515 91 40 00	Public Defender	7,200	9,000	10,000	▲38.89%	
	TOTAL LEGAL DEPARTMENT	410,200	382,000	483,000	▲17.75%	

SOCIAL AND ENVIRONMENTAL SERVICES

ACCOUNT NUMBERDESCRIPTION		2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		
						Notes:
SOCIAL & ENVIRONMENTAL SERVICES						Including Admin Fees and GF plus \$11K passthrough
SOCIAL SERVICES						
001 000 000 551 10 40 00	Public Housing Services - ARCH	38,066	36,350	38,066	▲0.00%	
TOTAL SOCIAL SERVICES		38,066	36,350	38,066	▲0.00%	Paid 2023, and 2024 in 2024
ENVIRONMENTAL SERVICES						
001 000 000 553 10 40 00	Land & Water Conservation Resources-King County	4,000	4,268	4,400	▲10.00%	
001 000 000 553 70 40 00	Pollution Prevention-Puget Sound Clean Air Agency	9,582	22,676	12,500	▲30.45%	
TOTAL ENVIRONMENTAL SERVICES		13,582	26,944	16,900	▲24.43%	
MENTAL HEALTH SERVICES						
001 000 000 564 60 40 00	Mental Health Services-KC Substance Abuse Fees	1,000	850	1,000	▲0.00%	
TOTAL SOCIAL & ENVIRONMENTAL SVCS		52,648	64,144	55,966	▲6.30%	

RECREATIONAL - LIFEGUARD

		2024	2024	2025		
ACCOUNT NUMBER DESCRIPTION		Adopted Budget	Year End Est.	Adopted Budget		Notes:
RECREATION SERVICES (LIFEGUARDS AND BOYS & GIRLS CLUB)						Kept Same Budget as 2024
SALARIES & WAGES						
001 000 000 571 00 10 00	Salaries & Wages	35,000	29,910	35,000	▲0.00%	
001 000 000 571 00 11 00	Overtime					
TOTAL SALARIES & WAGES		35,000	29,910	35,000	▲0.00%	
PERSONNEL BENEFITS						
001 000 000 571 00 20 00	Personnel Benefits	4,200	3,699	4,200	▲0.00%	
001 000 000 571 00 30 00	Uniforms	2,000	1,847	2,000	▲0.00%	
TOTAL PERSONNEL BENEFITS		6,200	5,545	6,200	▲0.00%	
SUPPLIES						
001 000 000 571 00 31 00	Operating Supplies		212			
001 000 000 571 00 32 00	Miscellaneous Lifeguard Expense	7,300	3,036	7,300	▲0.00%	
TOTAL SUPPLIES		7,300	3,248	7,300	▲0.00%	
OTHER SERVICES & CHARGES						
001 000 000 571 00 40 00	Travel & Training		1,370			
001 000 000 571 00 41 00	Recreation - Boys & Girls Club					
TOTAL OTHER SERVICES & CHARGES		-	1,370	-		
TOTAL RECREATION-LIFEGUARDS		48,500	40,074	48,500	▲0.00%	

FIRE AND MEDICAL

ACCOUNT NUMBER		2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		
DESCRIPTION						Notes:
FIRE & MEDICAL AID DEPARTMENT						2024 saw a 13.3% Increase due to station 10 and high June to June CPI Updated 7/29/24 with COB notice received. LEOFF1 contract obligation
INTERGOVERNMENTAL SERVICES						
001 000 000 522 20 41 00	Fire Control Services	904,285	904,285	935,182	▲3.42%	
001 000 000 522 20 41 00	Fire Control Services (LEOFF1 Liab.)	30,000	15,118	15,362	▼48.79%	
TOTAL INTERGOVERNMENTAL		934,285	919,403	950,544	▲1.74%	
TOTAL FIRE & MEDICAL DEPT		934,285	919,403	950,544	▲1.74%	

EXECUTIVE

		2024	2024	2025		
ACCOUNT NUMBER DESCRIPTION		Adopted Budget	Year End Est.	Adopted Budget		Notes:
EXECUTIVE						FTE's: 1
SALARIES & WAGES						
001 000 000 513 10 11 00	Salaries & Wages	194,688	194,688	201,697	▲3.60%	CPI-W=3.6% COLA-- See Salary Model for addl details
001 000 000 513 10 21 50	Auto Allowance	6,000	6,000	6,000	▲0.00%	
001 000 000 513 10 11 17	Medical Opt Out	14,294	13,731	14,865	▲4.00%	Utilizing the City Match for the First Time in 2024
001 000 000 513 10 11 16	ICMA 457 Plan	16,706	24,000	24,000	▲43.66%	
TOTAL SALARIES & WAGES		231,688	238,419	246,562	▲6.42%	
PERSONNEL BENEFITS						
001 000 000 513 10 21 00	Personnel Benefits	21,932	21,932	22,809	▲4.00%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
TOTAL PERSONNEL BENEFITS		21,932	21,932	22,809	▲4.00%	
OTHER SERVICES AND CHARGES						
001 000 000 513 10 41 00	Professional Services	36,000	36,000	36,000	▲0.00%	SR520 Consultant WCIA and other training
001 000 000 513 10 43 00	Travel & Training	3,000	1,500	3,000	▲0.00%	
001 000 000 513 10 49 01	Dues, Subscr.	350	365	365	▲4.29%	
TOTAL OTHER SERVICES & CHARGES		39,350	37,865	39,365	▲0.04%	
TOTAL EXECUTIVE DEPARTMENT		292,970	298,216	308,736	▲5.38%	

Long Range Planning

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		
						Notes:
	Planning					.5 FTE 3.6 CPI-W (Split from Dev Services)
001 000 000 558 60 11 00	Salary and Wages			61,222		Planning Manager Positon, Long Range Planning
001 000 000 558 60 11 16	ICMA 457 Plan			3,000		
001 000 000 558 60 21 00	Personnel Benefits			36,000		
001 000 000 558 60 41 01	Long Range Planning Consultant			150,000		\$50K for Housing Legislation, Planning Manager support for Work Plan, and special projects
001 000 000 558 60 41 02	Tree Canopy and ROW Inventor.			65,000		Tree Canopy Study, ROW Tree Inventory Study
	TOTAL LONG RANGE PLANNING	-	-	315,222		

CENTRAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		Notes:
	CENTRAL SERVICES					FTE's: 3
001 000 000 518 10 11 00	SALARIES & WAGES					
	Salaries & Wages	315,084	315,084	326,427	▲3.60%	CPI-W=3.6% COLA 1 non-rep employee; 3.6% CBA est COLA 3 employees--see salary model notes for details
001 000 000 518 10 11 11	Longevity	4,814	4,814	4,987	▲3.60%	
001 000 000 518 10 11 14	Education	1,800	1,799	1,800	▲0.00%	
001 000 000 518 10 11 16	ICMA 457 Plan	12,000	8,000	12,000	▲0.00%	Assumes participation full participation
001 000 000 518 10 11 17	Opt-Out of Medical	10,025	14,000	10,426	▲4.00%	1 Employee participating in Opt-Out, same as 2024
001 000 000 518 10 12 00	Overtime					
	TOTAL SALARIES & WAGES	343,723	343,697	355,640	▲3.47%	
	PERSONNEL BENEFITS					
001 000 000 518 10 21 00	Personnel Benefits	120,286	110,000	125,097	▲4.00%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
	TOTAL PERSONNEL BENEFITS	120,286	110,000	125,097	▲4.00%	
001 000 000 518 10 31 00	Office and Operating Supplies	30,000	10,000	35,000	▲16.67%	City Hall Office and Operating Expenses, Konica Copier, PW Printer, Pitney Bowes, CH Replacement Chairs
001 000 000 518 10 41 00	Professional Services	175,500	225,000	125,000	▼28.77%	Proshred, Municode Codification Updates, LaserFiche/Records Management Consulting and Scanning Services
001 000 000 518 10 42 00	Postage/Telephone	13,000	4,000	13,000	▲0.00%	Postage (City Hall printing/mailling services); fax & credit card lines
001 000 000 518 10 43 00	Travel & Training	11,000	11,500	12,000	▲9.09%	Training for clerk, Deputy Clerk/Admin Asst, ISC
001 000 000 518 10 44 00	Advertising	7,500	5,500	7,500	▲0.00%	DS, CS legal advertisements
001 000 000 518 10 47 00	Utility Serv-Elec,Water,Waste	32,000	26,000	32,000	▲0.00%	Calculated using current year YTD, annualized
001 000 000 518 10 48 00	Repairs & Maint-Equipment	500	500	500	▲0.00%	office equipment repairs - Printer Svcs-Budget
001 000 000 518 10 49 10	Miscellaneous	4,000	500	6,400	▲60.00%	City Staff and Volunteers End of Year Appreciation Lunch
001 000 000 518 10 49 20	Dues, Subscriptions	600	600	700	▲16.67%	City Clerk and Deputy Clerk
001 000 000 518 10 49 30	Postcard, public information	12,000	4,000	20,000	▲66.67%	Community mailings placeholder, New Community Member Outreach
001 000 000 518 10 49 40	Photocopies	500	250	500	▲0.00%	Most expenditures reflect pass through costs related to public records
	TOTAL OTHER SERVICES & CHARGES	286,600	287,850	252,600	▼11.86%	
	BUILDING MAINTENANCE					
001 000 000 518 30 45 00	Facility Rental	4,000	4,000	4,200	▲5.00%	1 Public Storage Unit
001 000 000 518 30 48 00	Repairs/Maint-City Hall Bldg	57,500	48,000	57,500	▲0.00%	\$10k City Hall & PO cleaning Maint. \$5k Beach/Park Bathroom cleaning, \$10k HVAC Maint., Alarm/Fire Monitoring \$2,500, fire inspt, misc cleaning, bug service etc.
	TOTAL BUILDING MAINTENANCE	61,500	52,000	61,700	▲0.33%	
001 000 000 518 61 40 00	Judgements, settlements & jobbing					
001 000 000 518 80 31 00	IT HW, SW, Operating Supplies	1,500	500	1,500	▲0.00%	Replacement mouse, keyboards, Data Center replacement battery, etc
001 000 000 518 80 41 50	Technical Services, IT	195,000	185,000	188,000	▼3.59%	IT Managed Services (less 15.56%= \$25,207 for TIG DS allocation) \$168,000for Maint, monitoring, helpdesk, incident support; \$20,000 for Dell VXRail Server Replacement and Storage Array Project.
001 000 000 518 80 41 60	Software Services (Split from Technical Services)	149,600	110,000	132,640	▼11.34%	EmailSocial Media archive, GovDelivery (Granicus), Municode Website hosting and Agenda Management, King County INET, DUO Access, Azure Storage, O365 Licenses, Phones/Meetings Software Subscription, NextRequest PRA Software, Blue Beam Electronic Plan Review, Laserfiche, Sophos, DocuSign.
001 000 000 518 80 48 00	Repairs & Maint: Annual Software Maint.	18,500	5,000	18,500	▲0.00%	VEEAM,Cisco SmartNet, Avidex, Domain Name Renewal, Vision Application Suite, Cisco FirePower, Cisco Umbrell:
	TOTAL INFORMATION TECHNOLOGY	364,600	300,500	340,640	▼6.57%	
	SUBTOTAL CENTRAL SERVICES	1,176,708	1,094,047	1,135,677	▼3.49%	
	CAPITAL EXPENDITURES					
001 000 000 594 14 64 00	City Hall - IT HW/SW >\$5K Capital Outlay	21,000	20,000	50,600	▲140.95%	HW: VXRail Server Replacement with Storage Array \$135,000 over three (3) years at \$45,000/year, Computer Replacement (2) \$5,600
	TOTAL CAPITAL EXPENDITURES	21,000	20,000	50,600	▲140.95%	
	TOTAL CENTRAL SERVICES	1,197,708	1,114,047	1,186,277	▼0.95%	

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		Notes:
	POLICE DEPARTMENT					FTE: 11
	SALARIES & WAGES					
001 000 000 521 20 11 00	Salaries & Wages	1,307,475	1,281,326	1,393,733	▲6.60%	CPI-W=3.6% COLA 2 non-rep employee; 3.6% CBA Clerical; 3.6% CBA PD est ceiling COLA 8 employees
001 000 000 521 20 11 11	Longevity	26,500	26,235	37,475	▲41.42%	
001 000 000 521 20 11 14	Education	1,800	600	600	▼66.67%	
001 000 000 521 20 11 16	ICMA 457 Plan	49,000	45,080	49,000	▲0.00%	
001-000-000-521-20-11-17	Opt Out Medical	38,686	29,015	40,234	▲4.00%	
001 000 000 521 20 11 18	Night Shift Differential	19,500	15,600	20,202	▲3.60%	Based on "average" week of coverage provided by Sergeant
001 000 000 521 20 11 19	Physical Fitness Incentive	16,000	12,800	18,860	▲17.88%	All officers utilizing
001 000 000 521 20 12 00	Overtime	120,000	108,000	120,000	▲0.00%	Training, vacation leave, non-funded special events (Medina Days/SeaFair/Shredder Day, etc.)+ summer emphasis patrols
001 000 000 521 20 12 01	Merit Pay	75,000	50,221	67,500	▼10.00%	
001 000 000 521 20 13 00	Holiday Pay	60,000	53,900	70,690	▲17.82%	Increase due to potential additional of Juneteenth
	TOTAL SALARIES & WAGES	1,713,961	1,622,776	1,818,294	▲6.09%	
	PERSONNEL BENEFITS					
001 000 000 521 20 21 00	Personnel Benefits	455,000	400,400	495,788	▲8.96%	Payroll taxes, Medical (7.3% increase), Dental benefits,etc, less DRS/ICMA replacement above.
001 000 000 521 20 21 10	Personnel Benefits-Retirees	25,765	23,188	25,765	▲0.00%	LEOFF 1 Medical plus Unum (+4%) + 12 mos rolling reimb(+10%)
001 000 000 521 20 22 00	Uniforms	13,000	15,000	16,000	▲23.08%	Uniform replacement
001 000 000 521 20 22 01	DOJ Bullet Proof Vest Program	3,000	2,500	3,000	▲0.00%	Two vest replacements
001 000 000 521 20 23 00	Tuition	8,000	6,000	7,000	▼12.50%	Two officers collecting on tuition reimbursement
	TOTAL PERSONNEL BENEFITS	504,765	447,088	547,553	▲8.48%	
	SUPPLIES					
001 000 000 521 20 31 00	Office Supplies	15,000	15,000	15,000	▲0.00%	Includes \$3,000 for Emergency Preparedness
001 000 000 521 20 31 01	Off Equip, IT HW, SW <\$5K	7,000	3,500	6,000	▼14.29%	Upgrades, normal operating costs
001 000 000 521 20 31 40	Police Operating Supplies	14,000	20,000	20,000	▲42.86%	Taser cartridges, evidence processing equip, radio batteries, etc.; NARCAN replacement
001 000 000 521 20 31 60	Ammo/Range (Targets, etc.)	12,500	4,000	11,000	▼12.00%	Per ofc. contract and for training/firearms qualifications - ammo costs
001 000 000 521 20 32 00	Vehicle Expenses-gas, car wash	32,000	32,000	34,000	▲6.25%	Includes bridge tolls,fuel costs
001 000 000 521 20 35 20	Firearms (purchase & repair)	2,000	2,500	2,500	▲25.00%	
	TOTAL SUPPLIES	82,500	77,000	88,500	▲7.27%	
	OTHER SERVICES & CHARGES					
001 000 000 521 20 41 00	Professional Services	4,500	2,000	4,000	▼11.11%	
001 000 000 521 20 41 50	Recruitment-Background	5,000	1,587	5,000	▲0.00%	Public Safety Testing fees
001 000 000 521 20 42 00	Communications (Phone,Pagers)	18,000	15,300	18,000	▲0.00%	Cell phones and service, computer modems in patrol car, KC INET service.
001 000 000 521 20 43 00	Travel & Training	14,000	18,000	18,000	▲28.57%	Ongoing training requirements, large mandatory CJTC training requirements increase, new officers
001 000 000 521 20 45 00	Equipment-Lease & Rentals	2,000	-	2,000	▲0.00%	Copy machine
001 000 000 521 20 48 00	Repairs & Maint-Equipment	16,000	3,000	12,000	▼25.00%	Maintain serviceable fire extinguishers, radar, property room software yearly maintenance fee of \$2500
001 000 000 521 20 48 10	Repairs & Maint-Automobiles	10,000	3,000	10,000	▲0.00%	
001 000 000 521 20 48 20	Repairs & Maint- SW, HW Maint	30,000	-		▼100.00%	Delete this line item
001 000 000 521 20 49 30	Animal Control					
001 000 000 521 20 49 40	Dues,Subscriptions,Memberships	7,000	4,000	7,000	▲0.00%	WSPC, IACP Professional Memberships
001 000 000 521 20 49 41	Lexipol Manuals	8,000	9,000	9,000	▲12.50%	Yearly maintenance agreement per contract to Lexipol. PowerDMS needed for WASPC Accreditation Requirements
001 000 000 521 20 49 60	Crime Prevention/Public Educ	7,500	5,000	7,500	▲0.00%	Shredder Day costs, victim resource & crime prevention brochures, school resource materials.
001 000 000 521 20 49 90	Misc-Investigative Fund					
	TOTAL OTHER SERVICES & CHARGES	122,000	60,887	92,500	▼24.18%	
	INTERGOVERNMENTAL SERVICES					
001 000 000 521 20 41 15	Dispatch Services-Norcom Trans	81,567	81,567	85,808	▲5.20%	NORCOM - Projected cost for 2025 (no increase in 2024)
001 000 000 521 20 41 20	Dispatch-PSERN	8,000	8,000	12,000	▲50.00%	Per contract - cost to maintain 800 Mhz police radio connectivity (change title to PSERN)
001 000 000 521 20 41 40	Marine Patrol Services	103,000	103,000	108,000	▲4.85%	Anticipated cost with Mercer Island
001 000 000 521 20 41 41	Bellevue CARE program	20,000	6,000	8,000	▼60.00%	Reduction due to 2022-2024 trends
001 000 000 521 20 41 55	Jail Service-Prisoner Board	14,000	6,000	14,000	▲0.00%	King County Jail/SCORE/Kirkland Jail
001 000 000 521 20 41 60	Prisoner Transport	500	100	500	▲0.00%	Cost to shuttle prisoners from jail to court and back to jail
001 000 000 521 20 41 80	Domestic Violence-Kirkland	-		-		Mandated by court as resource to DV victims (delete this line item)
	TOTAL INTERGOVERNMENTAL SERV.	227,067	204,667	228,308	▲0.55%	
	SUBTOTAL POLICE	2,650,293	2,412,419	2,775,155	▲4.71%	
	CAPITAL OUTLAY					
001 000 000 594 21 64 10	Surveillance Cameras and Body Cameras	62,000	62,000	62,000	▲0.00%	\$30K allocated for additional fee of Flock LPR Camera System, \$32K for body camera and tasers
001 000 000 594 21 64 10	Police HW/SW, Equip >\$5K Capital	4,500	3,000	4,500	▲0.00%	Mandated mobile platform requirements
001 000 000 594 21 70 00	Police Vehicle Leasing, Princ. Cost	90,000	65,000	90,000	▲0.00%	Vehicle leasing costs - 6 vehicles
001 000 000 594 21 80 00	Police Vehicle Leasing, Int. Cost		25,000			(this is included in line above)
	TOTAL CAPITAL OUTLAY	156,500	155,000	156,500	▲0.00%	
	TOTAL POLICE DEPARTMENT	2,806,793	2,567,419	2,931,655	▲4.45%	

FINANCE AND HUMAN RESOURCES

		2024	2024	2025		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Est.	Adopted Budget		Notes:
FINANCE DEPARTMENT						FTE's: 1.7
001 000 000 514 20 11 00	SALARIES & WAGES Salaries & Wages	205,680	202,680	221,084	▲7.49%	CPI-W=3.6% COLA---see salary model notes Assumes full participation
001 000 000 514 20 11 16	ICMA 457 Plan	9,000	9,500	9,000	▲0.00%	
TOTAL SALARIES & WAGES		214,680	212,180	230,084	▲7.18%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
001 000 000 514 20 21 00	PERSONNEL BENEFITS Personnel Benefits	53,756	62,000	71,412	▲32.85%	
001 000 000 514 20 21 17	Opt-Out Of Medical	12,280	6,000	5,142	▼58.13%	
TOTAL PERSONNEL BENEFITS		66,036	68,000	76,554	▲15.93%	Vision PS, Finance/Financial System Support + ADP Payroll and HR Platform Hybrid model utilized, \$139 per hour but will save on travel expenses PSFOA, Budgeting Workshop for DFD Liability rate increase per 7/28 WCIA notice. Property 25%; B&M 5-10%, Crime 5-10% & Auto 25% pending Oct BOD vote notice less 15.56% alloc to DS (Budget amendment in 2023 to correct 2023 amt) WFOA, PSFOA, GFOA (Dues, Memberships), Non DS Merchant credit card fees (offset by Revenue), Flex Spend Admin, Microflex, Tax/AP Forms, L&I, Election year costs (every other year is higher), 2024 keep to prior yr budget d/t potential for less KC cost shar
001 000 000 514 20 41 01	OTHER SERVICES & CHARGES Professional Services	40,000	40,000	42,000	▲5.00%	
001 000 000 514 20 42 00	Intergvtml Prof Serv-Auditors	25,000	30,000	25,000	▲0.00%	
001 000 000 514 20 43 00	Travel & Training	1,500	-	1,500	▲0.00%	
001 000 000 514 20 46 00	Insurance (WCIA)	308,206	310,500	210,913	▼31.57%	
001 000 000 514 20 49 00	Misc-Dues,Subscriptions	1,000	250	1,000	▲0.00%	
001 000 000 514 20 49 10	Miscellaneous	15,000	5,000	15,000	▲0.00%	
001 000 000 514 40 40 00	Elections Serv-Voter Reg Costs	12,000	11,000	12,000	▲0.00%	
TOTAL OTHER SERVICES & CHARGES		402,706	396,750	307,413	▼23.66%	
TOTAL FINANCE DEPARTMENT		683,422	676,930	614,051	▼10.15%	

34% of expense due to insurance

PARKS

		2024	2024	2025		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Est.	Adopted Budget		
						Notes:
PARKS DEPARTMENT						FTE: 3 of 5 total allocated Public Works are split 60% Parks and 40% Streets
SALARIES & WAGES						
001 000 000 576 80 11 00	Salaries & Wages	311,997	311,997	323,229	▲3.60%	CPI-W=3.6% COLA 1 non-rep employee; 3.6% CBA est COLA 4 employees ---see salary model notes for details
001 000 000 576 80 11 11	Longevity	6,762	6,762	7,006	▲3.60%	
001 000 000 576 80 11 14	Education	3,240	3,240	3,240	▲0.00%	
001 000 000 576 80 11 16	ICMA 457 Plan	10,800	10,800	10,800	▲0.00%	
001 000 000 576 80 11 17	Opt-Out of Medical	10,612	10,612	11,036	▲4.00%	Assumes full participation
001 000 000 576 80 10 00	Salaries & Wages, SEASONAL WORKERS	22,089	16,000	22,089	▲0.00%	Seasonal Help
001 000 000 576 80 12 00	Overtime	8,000	8,000	9,000	▲12.50%	Special Events:Medina Days, Seafair, Parkboard, Snow Plowing
TOTAL SALARIES & WAGES		373,500	367,411	386,400	▲3.45%	
PERSONNEL BENEFITS						
001 000 000 576 80 21 00	Personnel Benefits	118,515	115,000	123,255	▲4.00%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
001 000 000 576 80 22 00	Uniforms	2,500	1,003	2,500	▲0.00%	
TOTAL PERSONNEL BENEFITS		121,015	116,003	125,755	▲3.92%	
SUPPLIES						
001 000 000 576 80 31 00	Operating Supplies	37,000	34,000	37,000	▲0.00%	Garbage bags, toilet paper, fertilizer, bark, topsoil, Mutt Mitts, bathroom supplies, Purell sanitizer, light bulbs, paint, mower blades, irrigation parts, tennis court nets, gloves, ear plugs, eye protection. Public Works equipment & vehicles
001 000 000 576 80 32 00	Vehicle Fuel & Lube	5,000	4,200	5,000	▲0.00%	
TOTAL SUPPLIES		42,000	38,200	42,000	▲0.00%	
OTHER SERVICES & CHARGES						
001 000 000 576 80 41 00	Professional Services	15,000	13,500	15,000	▲0.00%	Arborist, irrigation repairs, engineeringBack-flow device testing, hazardous material disposal, fertilizing and spraying, \$5K added 9/22 d/t WCIA audit compliance (electrician)
001 000 000 576 80 41 04	Professional Services-Misc	5,000	4,500	5,000	▲0.00%	
001 000 000 576 80 42 00	Telephone/Postage	7,000	6,000	7,000	▲0.00%	
001 000 000 576 80 43 00	Travel & Training	3,000	1,000	3,000	▲0.00%	
001 000 000 576 80 47 00	Utilities	24,000	28,000	28,000	▲16.67%	Utilities for public works shop and park restrooms, irrigation water, pond power
001 000 000 576 80 48 00	Repair & Maint Equipment	8,000	4,000	8,000	▲0.00%	Backhoe, Mowers, UTV
001 000 000 576 80 49 00	Miscellaneous, annual lease	600	600	600	▲0.00%	yearly lease for Shop Yard
001 000 000 576 80 49 01	Misc-Property Tax	300	600	600	▲100.00%	KC Real Estate Tax (Noxious Weeds)
TOTAL OTHER SERVICES & CHARGES		62,900	58,200	67,200	▲6.84%	
CAPITAL OUTLAY						
001 000 000 594 76 30 00	Park Improvements					Park Benches & Tables, Flags, Tennis Court Accessories
001 000 000 594 76 00 00	Furniture and Equipment: Replacement	9,000	2,500	9,000		
001 000 000 594 76 64 00	Parks Capital Outlay >\$5K	-		-		
TOTAL CAPITAL OUTLAY		9,000	2,500	9,000	▲0.00%	
TOTAL PARKS DEPARTMENT		608,415	582,314	630,355	▲3.61%	

STREET FUND REVENUE

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		Notes:
	CITY STREET FUND REVENUE					
	INTERGOVERNMENTAL REVENUE					
101 000 000 334 03 60 00	DOE Sweeping Grant					
	Nat'l Pollution Discharge Elim	65,000	75,000	65,000	▲0.00%	NPDES DOE Grant
101 000 000 336 00 71 00	Multimodal Transportation - Cities	3,744	3,800	3,241	▼13.43%	2025: MRSC estimated distribution of State Shared Revenue, available late July
101 000 000 336 00 87 00	Motor Fuel Tax and MVA Transpo	53,352	53,292	49,844	▼6.58%	2025: MRSC estimated distribution of State Shared Revenue, available late July
	TOTAL INTERGOVERNMENTAL	122,096	132,092	118,085	▼3.29%	
	OPERATING TRANSFERS					
101 000 000 397 00 20 00	From Capital Reserves (302)					
101 000 000 397 00 10 00	From General Fund (001)	460,000	440,023	440,000	▼4.35%	
101 000 000 397 00 30 00	From Capital Projects Fund (307)	75,000	75,000	100,000	▲33.33%	Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
	TOTAL OPERATING TRANSFERS	535,000	515,023	540,000	▲0.93%	
	TOTAL CITY STREET FUND	657,096	647,115	658,085	▲0.15%	

STREET FUND

ACCOUNT NUMBER	DESCRIPTION	2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		Notes:
	CITY STREET FUND					FTE: 2 of 5 total allocated Public Works are split 60% Parks and 40% Streets
	SALARIES & WAGES					Rob does Right of Way Permitting and Department of Ecology work for Ryan Osada
101 000 000 542 30 11 00	Salaries & Wages	263,082	251,911	215,151	▼18.22%	CPI-W=3.6% COLA 1 non-rep employee; 3.6% CBA est COLA employees---see salary model notes for remaining staff
101 000 000 542 30 11 11	Longevity	4,508	4,453	4,670	▲3.60%	
101 000 000 542 30 11 14	Education	2,760	2,753	2,760	▲0.00%	
101 000 000 542 30 11 16	ICMA 457 Plan	8,700	8,700	7,200	▼17.24%	Assumes full participation
101 000 000 542 30 11 17	Opt-Out of Medical	7,639	7,631	7,945	▲4.00%	
101 000 000 542 30 10 00	Salaries & Wages (Seasonal Workers)	13,800	8,000	13,800	▲0.00%	Seasonal Help
101 000 000 542 30 12 00	Overtime	6,000	7,000	7,000	▲16.67%	Special Events:Medina Days, Seafair, Parkboard, Snow plowing
	TOTAL SALARIES & WAGES	306,489	290,447	258,526	▼15.65%	
	PERSONNEL BENEFITS					
101 000 000 542 30 21 00	Personnel Benefits	95,438	92,401	82,170	▼13.90%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
101 000 000 542 30 22 00	Uniforms	2,500	3,000	3,000	▲20.00%	
	TOTAL PERSONNEL BENEFITS	97,938	95,401	85,170	▼13.04%	
	ROAD & STREET MAINTENANCE					
101 000 000 542 30 31 00	Operating & Maintenance Supplies	6,000	6,000	6,000	▲0.00%	Storm drain pipe, catch basin grates, marking paint, gravel, cement, bark, roadside plantings REET1 eligible
101 000 000 542 30 35 00	Small Tools/Minor Equipment	6,000	7,500	8,000	▲33.33%	power tools, mower parts, Pole Saw, Weedeater
101 000 000 542 30 41 00	Professional Services	54,000	54,000	60,000	▲11.11%	84th Median & 24th Roadside Maint, 24th traffic Signal (shared Clydehill # netted), WRIA \$2941 (7/27 notice) REET1 eligible
101 000 000 542 30 41 03	Prof Svcs- NPDES Grant	50,000	10,000	50,000	▲0.00%	NPDES Requirements Grant \$50k
101 000 000 542 30 41 10	Road & Street Maintenance	11,000	1,500	11,000	▲0.00%	Pavement patching, pavement markings, sidewalk maintenance, curb repairs REET1 eligible
101 000 000 542 30 45 00	Machine Rental	4,000	2,000	4,000	▲0.00%	ditch witch, compactor, compressor, manlift
101 000 000 542 30 47 00	Utility Services	1,000	1,000	1,000		Utility locates
101 000 000 542 30 48 00	Equipment Maintenance	7,000	2,500	7,000	▲0.00%	PW vehicle and power equip repairs
101 000 000 542 40 41 00	Storm Drain Maintenance	15,000	7,500	15,000	▲0.00%	Catch Basin Vactoring, Storm Line jetting, root cutting, camera
101 000 000 542 63 41 00	Street Light Utilities	22,000	20,000	24,000	▲9.09%	PSE street light Power, REET1 eligible
101 000 000 542 64 41 00	Traffic Control Devices	10,000	4,000	10,000	▲0.00%	Posts, reflective signs(Fed Req), barricades, cones
101 000 000 542 66 41 00	Snow & Ice Removal	2,000	-	2,000	▲0.00%	Sand, ice melt
101 000 000 542 67 41 00	Street Cleaning	25,000	25,000	78,000	▲212.00%	Street sweeping
101 000 000 542 70 40 00	Street Irrigation Utilities	23,000	8,000	23,000	▲0.00%	
	TOTAL ROAD & ST MAINTENANCE	236,000	149,000	299,000	▲26.69%	
	CAPITAL OUTLAY					
101 000 000 594 42 64 00	>\$5,000 Equipment, HW & SW	25,000	34,500	5,000	▼80.00%	Asset Essentials Licensing \$5k,
	TOTAL CITY STREET FUND	665,427	569,348	647,697	▼2.66%	

DEVELOPMENT SERVICES REVENUE

Permitting Fees						
		2024 Adopted Budget	2024 Year End Est.	2025 Adopted Budget		
ACCOUNT NUMBER	DESCRIPTION					Notes:
Transfer from Gen. Rev tab: 401 000 000 322 10 00 00 Building Permits 401 000 000 322 11 00 00 Building Permit - Technology Fee 401 000 000 334 03 10 00 DOE Grant. Shoreline Master Program 401 000 000 334 04 20 00 DOC Grant 401 000 000 345 81 00 00 Zoning 401 000 000 345 89 00 00 Additional Permit Fees 401 000 000 359 00 00 00 Misc. Fine, Penalties, Code 401 000 000 369 91 00 05 Other-CC Convenience Fees 401 000 000 395 10 00 00 Proceeds From Sales of Capital Assets		\$ 800,000 \$ 8,000 \$ 75,000 \$ 34,000 \$ 181,000 \$ 5,000 18,500	\$ 790,000 \$ 10,000 \$ - \$ 45,000 \$ 115,000 \$ 200 20,000	\$ 720,000 \$ 10,000 \$ - \$ - \$ 50,000 \$ 115,000 \$ 500 20,000	▼10.00% ▲25.00% ▼100.00% ▲47.06% ▼36.46% ▼90.00% ▲8.11%	Revenue forecasts, from 2024 actuals YTD Currently known grant revenue for 2025 is \$17,500 for Middle Housing Building permits and other associated zoning Includes, Tree, ROW, Mechanical, CAP and G&D Permits
REVENUES		\$ 1,121,500	\$ 980,200	\$ 915,500	▼18.37%	
TOTAL DEV. SERV. ENT. FUND		1,121,500	980,200	915,500	▼18.37%	
Advanced Deposits						
Revenue		2024 Budget		2025 Budget		
401 000 000 382 10 00 02	Refundable DS Adv Deposit	\$ 25,000.00	\$ 40,000.00	\$ 40,000.00	▲60.00%	Money taken in for this deposit goes here until used for Consulting Fees
401 000 000 382 10 00 03	Advanced Deposits Used for Consulting Fees	\$ 135,000.00	\$ 75,000.00	\$ 145,000.00	▲7.41%	All Money that is paid to consulting via Advanced Deposit Goes to this Account
	Total Advanced Deposit \$ Brought In:	\$ 160,000.00	\$ 115,000.00	\$ 185,000.00	▲15.63%	

DEVELOPMENT SERVICES FUND

Paid For By Permitting Fees						
		2024	2024	2025		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Est.	Adopted Budget		Notes:
	DEVELOPMENT SERVICES DEPT					FTE's: 3.5 Jonathan Salary and Benefits will be allocated 50/50 to DS and Generasl Fund (Planning) Long Range Planning Has been pulled back to the General Fund to isolate development and permitting within this fund
401 000 000 558 60 11 00	SALARIES & WAGES Salaries & Wages	430,659	422,046	457,898	▲6.33%	CPI-W=3.6% COLA 3 non-rep employees; 3.6% CBA est COLA 1 employees-----see salary model notes for step increase info
401 000 000 558 60 12 00	Overtime	3,000	-	3,000	▲0.00%	Staff now conduct after-hours CAP open houses. Staff has the option of overtime or comp time.
401 000 000 558 60 11 11	Longevity					
401 000 000 558 60 11 14	Education	3,000	2,400	1,200	▼60.00%	
401 000 000 558 60 11 16	ICMA 457 Plan	16,500	16,500	15,000	▼9.09%	Assumes full participation
401 000 000 558 60 11 17	Opt-Out of Medical	5,593	11,000	7,900	▲41.26%	
	TOTAL SALARIES & WAGES	458,751	451,946	484,998	▲5.72%	
	PERSONNEL BENEFITS					
401 000 000 558 60 21 00	Personnel Benefits	146,842	130,000	142,000	▼3.30%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
401 000 000 558 60 23 00	Tuition Reimbursement					
	TOTAL PERSONNEL BENEFITS	146,842	130,000	142,000	▼3.30%	
	SUPPLIES					
401 000 000 558 50 31 00	Operating Supplies	2,000	400	2,000	▲0.00%	Development site signs, business cards, etc.
401 000 000 558 50 32 00	Vehicle Expenses - Gas, Oil, Maint.	2,500	500	500	▼80.00%	New vehicle basic maintenance
	TOTAL SUPPLIES	4,500	900	2,500	▼44.44%	
	OTHER SERVICES & CHARGES					
401 000 000 558 50 03 00	Insurance (WCIA)	56,794	57,217	38,865	▼31.57%	Liability rate decrease per switch to AWC. 15.56% alloc to DS
401 000 000 558 50 04 00	City Attorney, Dev. Serv.	35,000	10,000	35,000	▲0.00%	Estimate based upon 2024 DS activity.
401 000 000 558 50 05 00	Technical Services, Software Services	26,719	25,000	25,000	▼6.43%	IT - TIG DS allocation of 15.56% of total from CS for Maint, monitoring, helpdesk, incident support.
401 000 000 558 60 41 00	Professional Services	84,000	65,000	94,000	▲11.90%	Building permit architectural and engineering review. Activity reduced from 2024 with staff assistance approx. 20%. Contract cost increase in 2025.
401 000 000 558 60 41 01	Planning Consultant	100,000	120,000	150,000	▲50.00%	Increased use of consultant for permit review and planning support. Long range planning removed from DS Fund. There wil be some cost recovery through
401 000 000 558 60 41 02	Hearing Examiner	20,000	15,000	20,000	▲0.00%	Partial cost recovery is through fee.
401 000 000 558 50 41 06	Building Inspector Contract	6,000	3,000	6,000	▲0.00%	Building Official performs inspections. \$6,000 is contingency, vacations, medical leave, and similar.
401 000 000 558 60 42 00	Communications	3,000	3,800	3,800	▲26.67%	Estimate based upon prior years activities.
401 000 000 558 60 43 00	Travel & Training	5,000	6,000	6,000	▲20.00%	Staff training requirements.
401 000 000 558 60 49 00	Dues, Subscriptions, Memberships	2,500	4,100	3,000	▲20.00%	APA, AICP, WABO, ICC, WSPT, AWC Director. Est. cost increase included.
401 000 000 558 60 49 10	Miscellaneous	29,000	27,000	27,000	▼6.90%	Bank fees for permits paid by CC which are reimbursed with customer fees, postal expenses for code enforcment, etc. Based on 2024.
401 000 000 558 50 41 08	Sound Testing Consultant	12,600	5,000	-	▼100.00%	A process change will eliminate the need for sound testing mechanical appliances.
401 000 000 558 50 41 55	Shoreline Consultant	5,000	50,000	34,000	▲580.00%	Shorelines and critical areas specialist. New consultant in 2024 is causing cost increase. We will issue an RFP to compare costs and service.
	TOTAL OTHER SERVICES & CHARGES	385,613	391,117	442,665	▲14.80%	Non-budget item
	CAPITAL OUTLAY					
401 000 000 594 XX 64 00	Furniture & Equipment			450		Director office chair.
401 000 000 594 60 64 05	Vehicle	45,000	45,000	-		
401 000 000 594 60 64 00	DS- IT HW/SW >\$5K Capital Outlay	\$58,230	\$50,000	\$30,000	▼48.48%	Brightly (E-permitting, public portal); BlueBeam (License, Maintenance).
	TOTAL CAPITAL OUTLAY	103,230	95,000	30,450	▼70.50%	
	TOTAL DEVELOPMENT SERVICES	1,098,936	1,068,963	1,102,613	▲0.33%	
Paid For By Advanced Deposits						-
Expenses		2024	2024	2025		
DESCRIPTION		Adopted Budget	Year End Actual	Preliminary Budget		Notes:
401 000 000 558 50 41 07	Engineering Consultant	\$ 56,000.00	\$ 55,000.00	\$ 55,900.00	▼0.18%	Grading & drainage Svcs similar to 2024 + 8% cost increase. 82% of 2024 of service costs have been recovered through Adv. Dep.
401 000 000 558 50 41 50	Arborist	\$ 45,000.00	\$ 36,000.00	\$ 50,000.00	▲11.11%	Arborist. Hourly rate increase in 2025. Approx. 50% of the 2024 invoiced service costs,recovered through Adv. Deposit.
401 000 000 582 10 00 02	Refund of DS Adv Deposits	\$ 25,000.00	\$ 70,000.00	\$ 40,000.00	▲60.00%	Money returned to Payer upon completion of project
	Total Consulting Expenses:	\$ 126,000.00	\$ 161,000.00	\$ 145,900.00	▲15.79%	

LEVY STABILIZATION FUND

		2024	2024	2025	Comments:
		Adopted	Year End	Adopted	
ACCOUNT NUMBER	DESCRIPTION	Budget	Actual	Budget	
LEVY STABLIZATION FUND					
303 000 000 397 00 30 00	From General Fund	400,000	400,000	285,000	
TOTAL RESERVE FUND		2,400,000		2,685,000	

CONTINGENCY FUND

		2024	2024	2025	Comments:
		Adopted	Year End	Preliminary	
ACCOUNT NUMBER	DESCRIPTION	Budget	Actual	Budget	
CONTINGENCY FUND					Contingency Fund used to show additonal saved funds
302 000 000 397 00 01 00	From General Fund	-	1,500,000		
TOTAL RESERVE FUND		250,000	1,500,000	1,750,000	

CAPITAL FUND REVENUE

		2024	2024	2025		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Est.	Adopted Budget		Notes:
CAPITAL PROJECTS FUND REVENUE						2024- YTD Annualized Through AUG24, with downturn to stay conservative
	TAXES					
307 000 000 318 34 00 00	Real Estate Excise Tax 1	562,500	750,000	675,000	▲20.00%	
307 000 000 318 35 00 00	Real Estate Excise Tax 2	562,500	750,000	675,000	▲20.00%	
TOTAL TAXES		1,125,000	1,500,000	1,350,000	▲20.00%	
307 000 000 332 92 10 01	Coronavirus Local Fis. Rec. (ARPA)					
307 000 000 334 03 80 00	State Transp Improv Board Grant - Sidewalks					
307 000 000 334 06 91 02	Property II Levy	50,000	64,000	50,000	▲0.00%	
307 000 000 334 06 91 05	TIB-LED Streetlight Conversion Grants					
TOTAL INTERGOVERNMENTAL		50,000	64,000	50,000	▲0.00%	
307 000 000 344 10 02 00	Roads Street CIP Improvements		140,656			Assumes LGIP and Bond Investments Interest, allocated between General Fund (50%) & Capital (50%)
TOTAL TRANSPORTATION		-		-		
307 000 000 361 11 00 00	Investment Interest Earnings	125,000	258,228	135,000	▲8.00%	
307 000 000 367 00 00 00	Capital Project Donations - Non-Gov		2,000			
307 000 000 382 20 00 00	Refundable Retainage Deposits		15,000			
OPERATING TRANSFERS - IN						
307 000 000 397 00 10 00	From General Fund to Capital					
307 000 000 397 00 04 00	From Custodial (relcass 2019 only)					
307 000 000 397 00 40 00	From Capital Reserve Fund to Capital	-		-		
TOTAL TRANSFERS		-	-	-		
TOTAL CAPITAL PROJECTS FUND		1,300,000	1,837,228	1,535,000	▲18.08%	

		2024	2024	2025		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Actual	Preliminary Budget		Notes:
TREE FUND REVENUE						Expecting only minimum fines
	MISCELLANEOUS REVENUE					
103 000 000 345 89 00 00	Other -Tree Replacement	3075	1500	3,075	▲0.00%	
103 000 000 382 20 00 00	Refundable Retainage Deposits					
TOTAL MISCELLANEOUS REVENUE		3075	1500	3,075	▲0.00%	
TOTAL TREE FUND		3075	1500	3,075	▲0.00%	

2025 Capital Fund Adopted Project List

Account Code	2024 Budget	2024 Actuals Est.	2025 Budget	2025 Budget Breakdown	2025 PROPOSED PROJECT LIST	START DATE	DURATION	GRANT FUNDS	TOTAL COST	CITY COST
CAPITAL STREETS:					STREETS:					
307 000 000 595 30 63 01	\$ 105,000.00	\$ 400,000.00	\$ 100,000.00	\$ 100,000.00	87th AVE NE Overlay Project					
CAPITAL SIDEWALK:					SIDEWALK:					
307 000 000 595 30 63 10	\$ 830,000.00	\$ 500,000.00	\$ 200,000.00	\$ 200,000.00	Evergreen Point Road, from NE 12th st to NE 16th St					
CAPITAL PARKS:					PARKS:					
307 000 000 594 76 63 20	\$ 60,000.00	\$ 75,000.00	\$ 50,000.00	\$ 50,000.00	Fairweather Nature Preserve Invasive Species Removal					
CAPITAL STORMWATER:					STORMWATER:					
307.000 000 595 30 63 02	\$ 350,000.00	\$ 350,000.00	\$ 250,000.00	\$ 250,000.00	87th AVE NE Stormwater Improvement Project					
CAPITAL BUILDING:					BUILDING IMPROVEMENTS:					
307 000 000 594 18 60 00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 50,000.00	City Hall Interior Painting					
				\$ 50,000.00	Public Works Canopy Cover for Vehicles and Fuel Tank					
				\$ 50,000.00	City Hall Exterior Painting					
TRANSFERS:					OTHER:					
307 000 000 597 00 30 00	\$ 75,000.00	\$ 75,000.00	\$ 100,000.00	\$ 100,000.00	Transfer to Street Fund for Road Maintence					
TOTALS	\$ 1,570,000.00	\$ 1,550,000.00	\$ 850,000.00	\$ 850,000.00		TOTALS		\$ -	\$ -	\$ -

TREE FUND:					OTHER:					
103 000 000 558 60 49 10	\$ 30,000.00	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00	Tree Planting and Hazardous Tree Removal					

**City of Medina
Ordinance Number 1035
Attachment A**

2025 Salary Schedule

The 2025 salary ranges for full time city employees shall be as follows (see notes in blue):

Exempt Unrepresented Employees:

COLA increase = CPI-W, 3.6%	FTE	Minimum	Midpoint	Maximum
Building Official *	1	\$9,128	\$10,272	\$11,412
Planning Manager	1	\$8,862	\$9,973	\$11,080
Public Works Director	1	\$10,213	\$11,488	\$14,042
Development Services Director	1	\$10,213	\$11,488	\$14,042
Finance/HR Director	1	\$10,213	\$11,488	\$12,765
City Clerk	1	\$10,213	\$11,488	\$12,765
Police Chief	1	\$12,580	\$14,152	\$15,722
City Manager	1	\$12,890	\$14,500	\$17,266

Please note, per a salary survey an additional 3% is recommended for the Building Official Role

Non Exempt Unrepresented Employees:

COLA increase = CPI-W, 3.6%	FTE	Minimum	Midpoint	Maximum
Assistant Finance Director *	1	\$6,778	\$8,134	\$9,525
Police Captain	1	\$10,696	\$12,032	\$13,368

* = position currently filled with part-time employee with salary pro-rated at 0.7 FTE

Collective Bargaining Agreement between City of Medina and City of Medina Patrol Officers:

Police Guild Contract 3.6% COLA Increase	FTE	Step A	Step B	Step C	Step D
Patrol Officer A		\$8,045	\$8,519	\$8,991	\$9,467
Patrol Officer B		\$8,143	\$8,617	\$9,087	\$9,564
Patrol Officer C	2	\$8,331	\$8,805	\$9,278	\$9,751
Patrol Officer D	4	\$8,519	\$8,991	\$9,469	\$9,941
Police Sergeant A	2	\$9,481	\$9,996	\$10,525	\$11,064
Police Sergeant B		\$9,669	\$10,184	\$10,713	\$11,254

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Public Works Employees):

Teamsters Guild Contract 3.6% COLA Increase	FTE	Step A	Step B	Step C	Step D
Maintenance Worker	3	\$6,268	\$6,534	\$6,903	\$7,282
Maintenance Supervisor	1	\$7,626	\$8,050	\$8,481	\$8,934

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Office-Clerical Employees):

Teamsters Guild Contract 3.6% COLA Increase	FTE	Step A	Step B	Step C	Step D
Admin. Assistant-Deputy Clerk	1	\$6,268	\$6,534	\$6,903	\$7,282
Information Systems Coordinator	1	\$6,268	\$6,534	\$6,903	\$7,282
Police Administrative Specialist	1	\$6,268	\$6,534	\$6,903	\$7,282
Development Services Coordinator	1	\$6,396	\$6,589	\$6,937	\$7,303
Deputy Building Official	0	\$6,798	\$7,705	\$8,611	\$9,516
Police Office Manager	1	\$7,626	\$8,050	\$8,481	\$8,934