



City Council Special Meeting Agenda

Tuesday, November 19, 2024 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS CONCERNING ACTION ITEMS

In compliance with the requirements of the Washington State Open Public Meetings Act (OPMA) the City accepts public comments concerning agenda items proposed for final action by the City Council ("Action Items"). Written public comments are accepted up to 24 hours prior to this meeting by (1) USPS mail to: City of Millwood, 9103 E Frederick Avenue, Millwood, WA 99206; (2) electronic mail to comments@millwoodwa.us, or; (3) direct at City Hall. All received comments are distributed to the City Council, Mayor, and City Staff prior to this meeting for review and consideration before action.

4. EXECUTIVE SESSION (if necessary)

5. ACTION ITEMS FOR CONSIDERATION

- a. [ORDINANCE # 546 - 2025 Budget \[PUBLIC HEARING\]](#)

6. PUBLIC REMARKS

Public Remarks are an opportunity for citizens to address the Council, either in-person or by submitting their remarks to remarks@millwoodwa.us. We ask that in-person speakers limit themselves to two minutes and follow the Citizen Participation Guidelines Policy as posted on the City of Millwood website www.millwoodwa.us/government#CityCouncil or available at City Hall prior to this meeting.

7. COUNCIL REMARKS

8. ANNOUNCEMENTS

9. SET NEXT MEETING - Joint City Council & Planning Commission Meeting December 10, 2024 at 5:00 pm. City Council Regular Meeting December 10, 2024 at 6:00 PM.

10. ADJOURNMENT

File Attachments for Item:

a. ORDINANCE # 546 - 2025 Budget [PUBLIC HEARING]

ORDINANCE #546

NOVEMBER 19, 2024

AN ORDINANCE ADOPTING THE BUDET FOR THE CITY OF MILLWOOD,
WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025.

WHEREAS, the City of Millwood, Washington completed and placed on file with the City Clerk a proposed budget estimate of the amount of moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of the City for the fiscal year ending December 31, 2025;

WHEREAS, a notice was published that the City Council would meet on November 12, 2024 at 6:00 p.m., in the council chambers of city hall for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the City an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the City Council did hold a public hearing at that time and place and did then consider the matter of proposed budget for the fiscal year 2025; and

WHEREAS, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City for the purposes set forth in the budget, and estimated expenditures set forth in the budget being all necessary to carry on the government of the City for the fiscal year 2025 and being sufficient to meet various needs of the City during the period;

NOW THEREFORE, the City Council of the City of Millwood, does ordain as follows:

SECTION 1. The budget for the City of Millwood, Washington for the year 2025 is hereby adopted at the fund level in its final form and content as set forth in the comprehensive budget document, City of Millwood 2025 Budget, copies of which are on file in the Office of the City Clerk as follows.

SECTION 2. Estimated resources, including fund balances for each separate fund of the City of Millwood for the year 2025 are set forth in the summary form below, and are hereby appropriated for expenditure at the fund level during the year 2025 as set forth in the City of Millwood 2025 Budget.

ORDINANCE #546

NOVEMBER 19, 2024

FUND	Estimated Beginning Balance	Estimated Revenue	Estimated Expenditures	Estimated Ending Balance
GENERAL FUNDS				
General Fund (#001)	\$2,087,640	\$5,179,246	\$5,749,121	\$1,517,765
Unemployment Compensation (#099)	\$51,182	\$246	0	\$51,428
CAPITAL PROJECT FUNDS				
Capital Project Fund – REET 1 (#301)	\$400,098	\$25,000	0	\$425,098
Capital Project Fund – REET 2 (#302)	\$404,893	\$25,000	0	\$429,893
ENTERPRISE FUNDS				
Joint Utility Fund (#401)	\$685,384	\$948,394	\$1,048,916	284,862
TOTAL	\$3,629,197	\$6,177,886	\$6,798,037	\$2,709,046

Wages and Benefits are as listed in Exhibit A which is attached hereto.

SECTION 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and to the Municipal Research and Services Center (MRSC).

SECTION 4. Effective Date. This ordinance shall be in full force and take effect 5 days after its publication.

Passed by the City Council of the City of Millwood, at a regular meeting thereof this ____ day of _____ 2024.

Kevin Freeman - Mayor

Attest:

Lisa Cassels – City Clerk

ORDINANCE #546**NOVEMBER 19, 2024**

STATE OF WASHINGTON)
)ss:
 County of Spokane)

Lisa Cassels, being first duly sworn on oath deposes and says:

I am the City Clerk of the City of Millwood, Washington, and the foregoing ordinance entitled 'AN ORDINANCE ADOPTING THE BUDET FOR THE CITY OF MILLWOOD, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025' is the true and correct original copy of the City of Millwood's Ordinance numbered 546 and that the same was posted and published according to law.

 Lisa Cassels – City Clerk

SUBSCRIBED AND SWORN TO BEFORE ME THIS ____ DAY OF _____, 2024.

 Notary Public in and for the State of Washington.
 Residing at Spokane.
 My Commission expires _____.

Exhibit A
2025 Schedule of Compensation

Position	Rate	Benefit Allowance	Total Compensation
Advisory Commission	\$25.00 – 40.00 mtg.		\$25.00 – 40.00 mtg.
Council	75.00 mtg		75.00 mtg
Mayor	800.00 monthly		800.00 monthly
City Treasurer	40.00 – 50.00 hourly	16.39 hourly	56.39 – 66.39 hourly
Assistant Treasurer	25.00 – 35.00 hourly	16.39 hourly	41.39 – 51.39 hourly
City Clerk	25.00 – 35.00 hourly	16.39 hourly	41.39 – 51.39 hourly
Administrative Assistant	20.00 – 30.00 hourly	16.39 hourly	36.39 – 46.39 hourly
Street & Facilities Manager	35.00 – 45.00 hourly	16.39 hourly	51.39 – 61.39 hourly
Utilities Manager	35.00 – 45.00 hourly	16.39 hourly	51.39 – 61.39 hourly
Water Operator	25.00 – 35.00 hourly	16.39 hourly	41.39 – 51.39 hourly
Maintenance Worker 2	25.00 – 35.00 hourly	16.39 hourly	41.39 – 51.39 hourly
Maintenance Worker 1	20.00 – 30.00 hourly	16.39 hourly	36.39 – 46.39 hourly
Park Worker	16.66 – 20.00 hourly		16.66 – 20.00 hourly
Pool Attendant	16.66 – 20.00 hourly		16.66 – 20.00 hourly

Benefits are described in the current City of Millwood Employee Handbook.