



ORDINANCE NO. 3149

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE PROCESS AND SCHEDULE FOR BUDGET PREPARATION AND ADOPTION, REPEALING CHAPTER 2.72 LMC, ADOPTING A NEW CHAPTER 2.72 LMC, AND PROVIDING SEVERABILITY, SUMMARY PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, Chapter 35A.34 of the Revised Code of Washington (RCW) mandates certain minimum requirements and timeframes for local governments that utilize biennial budgets; and

WHEREAS, Chapter 2.72 of the Lynnwood Municipal Code (LMC) specifies that Lynnwood utilize biennial budgets, and contains numerous requirements and deadlines that dictate each incremental step of the biennial budget process; and

WHEREAS, two experienced finance consultants and the City of Lynnwood finance director have each advised the City Council that the provisions of Chapter 2.72 LMC are overly prescriptive and preclude innovative budgeting processes, such as Budgeting for Outcomes (Priority-based budgets); and should be amended within the parameters of State law and established budgeting practices; and

WHEREAS, with approval of Resolution 2015-06 on March 23, 2015, the City Council directed staff to prepare the 2017-18 Budget using Budgeting for Outcomes principals; and

WHEREAS, the need to amend various calendar requirements within Chapter 2.72 LMC also affords an opportunity to incorporate non-substantive amendments to improve the overall readability and clarity of Chapter 2.72 LMC; and

WHEREAS, as the provisions of this ordinance do not relate to comprehensive plans or development regulations, and therefore notification of State agencies as specified by RCW 36.70A.106 and WAC 365-196-630 is not required; and

WHEREAS, the provisions of this ordinance are procedural in nature and are exempt from SEPA threshold determination and EIS requirements as specified by to WAC 197-11-800(19); and

WHEREAS, the City Council has determined that the provisions of this ordinance are the interest of the public's health, safety and general welfare;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1: Chapter 2.72 LMC is repealed.

Section 2: A new Chapter 2.72 LMC relating to and regulating the budget process is adopted as written and provided by Exhibit A to this Ordinance.

Section 3: Effective Date of Amendment and Adoption. This ordinance shall become effective five days following passage and publication of this ordinance.

Section 4: Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 5: Summary Publication. Publication of this ordinance shall be by summary publication consisting of the ordinance title.

11th PASSED this 10th day of August, 2015, and signed in authentication of its passage this day of August, 2015.

APPROVED:



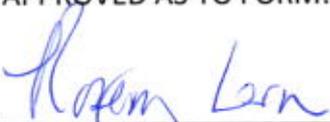
Nicola Smith, Mayor

ATTEST/AUTHENTICATED:



Sonja Springer, Finance Director

APPROVED AS TO FORM:



Rosemary Larson, City Attorney

FILED WITH ADMINISTRATIVE SERVICES: 08/06/2015
PASSED BY THE CITY COUNCIL: 08/10/2015
PUBLISHED: 08/13/2015
EFFECTIVE DATE: 08/18/2015
ORDINANCE NUMBER: 3149

CITY OF LYNNWOOD

Exhibit A

Chapter 2.72 BUDGET PROCESS

Sections:

- 2.72.010 Policy
- 2.72.020 Biennial budget planning calendar
- 2.72.030 Proposed preliminary budget
- 2.72.040 Mayor's preliminary budget and message
- 2.72.050 October-November hearings and work sessions on the preliminary budget
- 2.72.060 Final decision on the annual budget
- 2.72.070 Mid-biennial review

2.72.010 Policy.

It is hereby declared to be the policy of the city of Lynnwood that a two-year fiscal biennium budget and planning calendar consistent with Chapter 35A.34 RCW and this chapter shall be adopted each year by resolution of the city council.

2.72.020 Biennial budget planning calendar.

On or before January 31st of each year, the city council shall adopt by resolution a planning calendar for the preparation and adoption of a biennial budget (even-numbered years) and mid-biennial review (odd-numbered years).

2.72.030 Proposed preliminary budget.

The proposed preliminary budget for the ensuing fiscal biennium shall be prepared by the mayor, and shall be delivered to the city council, on or before September 15th of each even-numbered year. The required information to be included in each proposed preliminary budget shall be as follows:

- A. The revenue section shall set forth in comparative and tabular form for each fund:
 - 1. Actual receipts for the last completed fiscal biennium by year and by each revenue source;
 - 2. Estimated receipts for the current fiscal biennium by year and by revenue source;
 - 3. Estimated receipts for the ensuing fiscal biennium by year and the amount expected from each revenue source;
 - 4. Estimated receipt of ad valorem taxes; and
 - 5. The unexpended balance for each fund estimated to be available at the close of the current fiscal biennium.
- B. The revenue section shall also contain a separate listing of each revenue source comparing the total expected receipts for the current biennium to the total estimated receipts for the ensuing fiscal biennium,.
- C. The expenditure section shall set forth in comparative and tabular form for each fund and every department operating within each fund:
 - 1. Actual expenditures for the last completed fiscal biennium;
 - 2. Appropriations for the current fiscal biennium;
 - 3. Estimated expenditures for the ensuing fiscal biennium; and
 - 4. For each proposed full-time or part-time employee, the annual salary (without benefits) for that employee, together with the exact personnel classification title of the employee's position, and any other working title or position designation, if any.

2.72.040 Mayor's preliminary budget and message.

The mayor shall, between the first Monday of October and not less than 60 days before the beginning of the next fiscal biennium, file with the city clerk and immediately forward to the city council a preliminary budget together with a budget message in accordance with RCW 35A.34.080. The mayor shall prepare and deliver to the city council inserts or such other documentation as necessary to explain and show in

detail the mayor's recommendations contained in the preliminary budget. The preliminary budget shall be certified by both the mayor, and the finance director, that all changes, amendments or other revisions known to them, or known to each department, are contained within the preliminary budget as filed.

2.72.050 October-November hearings and work sessions on the preliminary budget.

The city council shall between the second Monday in October and the second Monday in November of even-numbered years hold hearings and conduct work sessions to inquire into the programs and services, and financial information contained in the preliminary budget. Notice of the one public hearing specifically required by state law after filing the preliminary budget shall be published for the public and media on the date set forth in the biennial budget and planning calendar resolution as may be amended.

2.72.060 Final decision, budget adoption.

The biennial budget shall begin to be considered for adoption by the city council on the fourth Monday of November of even-numbered years. Final budget in its form and content shall be adopted prior to the beginning of the fiscal biennium. A complete copy of the final budget shall be transmitted to the state auditor and the association of Washington cities.

2.72.070 Mid-biennial review and modification.

A review of the mid-biennial budget shall commence no sooner than eight months after the start nor later than 12 months after the start of the biennium. The mayor shall prepare the proposed budget modification and shall provide for publication of notice of hearings consistent with publication of notices for adoption of other city ordinances. The mayor shall distribute the proposed modification to members of the city council, with copies available to the public at City Hall. Public hearings on the proposed budget modification shall be conducted at least two weeks prior to the adoption of the ordinance modifying the biennial budget. A complete copy of the budget modification shall be transmitted to the state auditor and association of Washington cities.



On the 10th day of August, 2015 the City Council of the City of Lynnwood, Washington, passed ordinance 3149. A summary of the content of this ordinance, consisting of the title, provides as follows:

ORDINANCE NO. 3149

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE PROCESS AND SCHEDULE FOR BUDGET PREPARATION AND ADOPTION REPEALING CHAPTER 2.72 LMC, ADOPTING A NEW CHAPTER 2.72 LMC, AND PROVIDING FOR SEVERABILITY, SUMMARY PUBLICATION AND AN EFFECTIVE DATE.

The full text of this ordinance will be mailed upon request.

DATED this 13th day of August, 2015.



Debbie Karber, Deputy City Clerk

Everett Daily Herald

Affidavit of Publication

State of Washington }
County of Snohomish } ss

Kathleen Landis being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the Everett Daily Herald a daily newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a daily newspaper in Snohomish County, Washington and is and always has been printed in whole or part in the Everett Daily Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Snohomish County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of EDH651397 ORD. 3149-3152 as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 08/13/2015 and ending on 08/13/2015 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$60.82.

Kathleen Landis

Subscribed and sworn before me on this

13 day of August,
2015.

Debra Ann Grigg

Notary Public in and for the State of
Washington.

City of Lynnwood - LEGAL ADS | 14127890
DEBBIE KARBER

LYNNWOOD
WASHINGTON

CITY OF LYNNWOOD

On the 10th day of August, 2015 the City Council of the City of Lynnwood, Washington, passed ordinances 3149 through 3152. A summary of the content of these ordinances, consisting of the title, provides as follows:

ORDINANCE NO. 3149
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE PROCESS AND SCHEDULE FOR BUDGET PREPARATION AND ADOPTION, REPEALING CHAPTER 2.72 LMC, ADOPTING A NEW CHAPTER 2.72 LMC, AND PROVIDING FOR SEVERABILITY, SUMMARY PUBLICATION AND AN EFFECTIVE DATE.

ORDINANCE NO. 3150
AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE CITY'S BOARDS AND COMMISSIONS; AMENDING CHAPTERS 2.24, 2.25, 2.26, 2.28, 2.29, 2.30 AND 2.58 OF THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, SUMMARY PUBLICATION AND AN EFFECTIVE DATE.

ORDINANCE NO. 3151
AN ORDINANCE OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO COMPENSATION FOR CITY EMPLOYEES; AMENDING SECTION 2.48.185 OF THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, SUMMARY PUBLICATION AND AN EFFECTIVE DATE.

ORDINANCE NO. 3152
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, ESTABLISHING THE MISDEMEANOR OF PERMITTING THE UNLICENSED PRACTICE OF MASSAGE THERAPY OR REFLEXOLOGY; ADDING A NEW SECTION 10.02.016 TO THE LYNNWOOD MUNICIPAL CODE; AND PROVIDING FOR SEVERABILITY, SUMMARY PUBLICATION AND AN EFFECTIVE DATE.

The full text of this ordinance will be mailed upon request.
DATED this 13th day of August, 2015.

Debbie Karber, Deputy City Clerk
EDH651397

Published: August 13, 2015.

DEBRA ANN GRIGG
Notary Public
State of Washington
My Commission Expires
October 31, 2017



LYNNWOOD
WASHINGTON

CERTIFICATE

I, the undersigned, Debra Karber, the duly appointed Deputy City Clerk of the City of Lynnwood, Washington, hereby certify that the Ordinance hereto attached is a full, true and correct copy of Ordinance No. 3149 of the City of Lynnwood, Washington, entitled as follows:

ORDINANCE NO. 3149

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO THE PROCESS AND SCHEDULE FOR BUDGET PREPARATION AND ADOPTION REPEALING CHAPTER 2.72 LMC, ADOPTING A NEW CHAPTER 2.72 LMC, AND PROVIDING FOR SEVERABILITY, SUMMARY PUBLICATION AND AN EFFECTIVE DATE.

That said ordinance was passed by the Council on August 10, 2015 of said City and was published and posted according to law; that said ordinance was duly published in the official newspaper of said City on August 13, 2015.

D. Karber

Debra Karber, Deputy City Clerk