

ORDINANCE 1679

AN ORDINANCE OF THE CITY OF NORTH BEND, WASHINGTON, ADOPTING THE 2019-2020 BIENNIAL BUDGET AND SALARY SCHEDULE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, State law requires the City to adopt a budget and provides procedures for the filing of estimates, a preliminary budget, public hearings, and final fixing of the budget; and

WHEREAS, the City Council of the City of North Bend adopted Ordinance 1528 on May 20, 2014 establishing a biennial budget process in accordance with the provisions of RCW Chapter 35A.34; and

WHEREAS, the City Council has stipulated that the biennial budget will be implemented as two one-year financial plans, that actual expenditures in the first year may not exceed the first year plan appropriations, that second year plan appropriations shall only be expended in the second year, and that any appropriation changes will require City Council approval; and

WHEREAS, a preliminary biennial budget for the fiscal years 2019-2020 has been prepared and filed, public hearings were held on November 6, 2018 and November 20, 2018 for the purposes of fixing the final budget, and the City Council has deliberated and has made adjustments and changes deemed necessary and proper; and

WHEREAS, the City Council now wishes to adopt by reference, in accordance with RCW 35A.34.120, a final budget which provides for totals of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined; and

WHEREAS, the City Council also desires to adopt a Salary Schedule for 2019;

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

Section 1. 2019-2020 Biennial Budget Adoption. The Biennial Budget for the City of North Bend, a copy of which is on file with the City Clerk, is hereby adopted by the City Council as the revenue and expenditure authority for the 2019-2020 biennium. Set forth in summary form in Exhibits A-1 and A-2 (2019 and 2020 Annual Budgets) are the totals of the estimated revenues and expenditures for each separate fund and the aggregate totals for all such funds combined.

Section 2. 2019 Salary Schedule Adoption. The City Council hereby adopts the 2019 Salary Schedule as shown in Exhibit B. 2020 Salary Schedules will be adopted as part of the Mid-Biennium Modification.

Section 3. Submittal. The City Clerk and/or Finance Director are directed to transmit a certified copy of this ordinance and the final 2019-2020 Biennial Budget Document to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 5. Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force on January 1, 2019.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 4TH DAY OF DECEMBER, 2018.

CITY OF NORTH BEND:

APPROVED AS TO FORM:

Kenneth G. Hearing, Mayor

Michael R. Kenyon, City Attorney

ATTEST/AUTHENTICATED:

Published: December 14, 2018
Effective: January 1, 2019

Susie Oppedal, City Clerk

EXHIBIT A - 1

2019 ANNUAL BUDGET

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 1,383,747	\$ 8,962,591	\$ 8,964,058	\$ 1,382,280
101	Street Operations Fund	-	832,722	832,722	-
102	Capital Streets Fund	62,014	176,710	169,235	69,489
103	Streets Overlay Fund	234,799	318,000	300,000	252,799
106	Impact Fees & Mitigation Fund	2,126,432	4,240,308	982,659	5,384,081
107	Hotel/Motel Tax Fund	2,152	14,150	15,000	1,302
108	Economic Development Fund	-	210,442	210,442	-
116	Park Improvement Fund	73,491	16,175	-	89,666
117	Park Maintenance Reserve Fund	-	10,000	-	10,000
125	Development Projects Fund	366,219	1,400,000	1,426,000	340,219
190	Transportation Benefit District Fund	1,175,708	548,500	706,625	1,017,583
216	2011 Fire Station Bond Fund	184,733	177,475	177,975	184,233
217	2012 LTGO (TBD) Bond Fund	200	147,425	147,425	200
218	2015 LTGO Bond Fund	-	189,962	189,962	-
219	2015 LTGO (LOC) Bond Fund	-	730,000	730,000	-
220	2018 LTGO Bond Fund	-	247,097	247,097	-
310	Municipal Projects Fund	3,071,186	4,503,366	7,136,530	438,022
320	Capital Improvements (REET) Fund	1,505,864	598,000	1,206,362	897,502
401	Water Utility Fund	747,671	5,050,162	2,875,157	2,922,676
402	Sewer Utility Fund	3,490,392	24,407,283	10,589,386	17,308,289
404	Storm Drainage Utility Fund	430,414	1,290,364	1,240,461	480,317
404	Flood Operations Fund	512,369	186,570	240,967	457,972
405	Solid Waste & Recycling Fund	350,622	107,190	58,874	398,938
451	ULID #6 Bond Redemption Fund	4,483,282	967,373	1,336,800	4,113,855
452	ULID #6 Bond Reserve Fund	1,382,187	14,500	38,238	1,358,449
501	Equipment Operating Fund	-	312,974	312,974	-
501	Technology Operating Fund	-	187,479	187,479	-
502	Equipment Reserve Fund	844,285	204,331	-	1,048,616
502	Technology Reserve Fund	180,158	69,782	23,934	226,006
	GRAND TOTAL:	\$ 22,607,925	\$ 56,120,931	\$ 40,346,362	\$ 38,382,494

EXHIBIT A - 2

2020 ANNUAL BUDGET

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 1,382,280	\$ 8,775,016	\$ 9,281,673	\$ 875,623
101	Street Operations Fund	-	834,647	834,647	-
102	Capital Streets Fund	69,489	178,652	160,131	88,010
103	Streets Overlay Fund	252,799	318,000	300,000	270,799
106	Impact Fees & Mitigation Fund	5,384,081	3,120,822	18,300	8,486,603
107	Hotel/Motel Tax Fund	1,302	14,300	14,000	1,602
108	Economic Development Fund	-	233,057	233,057	-
116	Park Improvement Fund	89,666	16,500	-	106,166
117	Park Maintenance Reserve Fund	10,000	10,000	-	20,000
125	Development Projects Fund	340,219	1,300,000	1,380,000	260,219
190	Transportation Benefit District Fund	1,017,583	558,000	152,550	1,423,033
216	2011 Fire Station Bond Fund	184,233	178,275	178,775	183,733
217	2012 LTGO (TBD) Bond Fund	200	149,050	149,050	200
218	2015 LTGO Bond Fund	-	196,405	196,405	-
219	2015 LTGO (LOC) Bond Fund	-	-	-	-
220	2018 LTGO Bond Fund	-	248,300	248,300	-
310	Municipal Projects Fund	438,022	-	-	438,022
320	Capital Improvements (REET) Fund	897,502	565,000	382,596	1,079,906
401	Water Utility Fund	2,922,676	2,457,733	2,245,704	3,134,705
402	Sewer Utility Fund	17,308,289	5,615,974	15,274,545	7,649,718
404	Storm Drainage Utility Fund	480,317	1,104,939	787,350	797,906
404	Flood Operations Fund	457,972	190,500	251,884	396,588
405	Solid Waste & Recycling Fund	398,938	113,205	59,182	452,961
451	ULID #6 Bond Redemption Fund	4,113,855	876,189	1,303,800	3,686,244
452	ULID #6 Bond Reserve Fund	1,358,449	14,000	-	1,372,449
501	Equipment Operating Fund	-	329,920	329,920	-
501	Technology Operating Fund	-	188,386	188,386	-
502	Equipment Reserve Fund	1,048,616	203,249	-	1,251,865
502	Technology Reserve Fund	226,006	62,809	3,450	285,365
	GRAND TOTAL:	\$ 38,382,494	\$ 27,852,928	\$ 33,973,705	\$ 32,261,717

EXHIBIT B

2019 Salary Ranges

Position	Monthly Salary Range		
	Entry	High	FTEs
Mayor and Council			
Mayor	\$ 3,000	N/A	1 Elected
Council Member	500	N/A	7 Elected
Management (Exempt)			
City Administrator	11,000	14,300	1.00
Deputy City Administrator/Finance Director	9,800	13,000	1.00
Deputy City Administrator/Public Works Director	9,800	13,000	1.00
Community & Economic Development Director	9,400	12,500	1.00
Deputy Public Works Director	8,700	12,000	1.00
City Engineer	8,200	10,600	1.00
PW Project Manager	6,800	9,500	2.00
Building Official	7,200	9,200	1.00
Wastewater Treatment Plant Manager	6,800	9,000	1.00
SCADA Supervisor	6,600	9,000	1.00
City Clerk	6,700	8,600	1.00
Deputy Finance Director	6,400	8,400	1.00
Economic Development Manager	5,800	8,000	1.00
Communications Manager	5,800	7,500	1.00
Human Resources Analyst	5,200	6,700	0.00
Public Works Bargaining Unit			
Senior Lead Technician	6,198	7,433	1.00
Lead Parks Technician	5,698	6,933	0.00
Lead Streets Technician	5,698	6,933	1.00
Lead Water System Operator	5,698	6,933	1.00
Lead WWTP Operator	5,698	6,933	1.00
Wastewater Treatment Plant Operator II	5,304	6,453	2.00
Mechanic	5,073	6,172	1.00
Water System Operator	4,963	6,038	3.00
Wastewater Treatment Plant Operator I	4,946	6,017	3.00
Maintenance Worker	4,713	5,734	6.00
Maintenance Worker - Entry	4,100	5,500	0.00
WWTP Operator-in-Training	4,673	5,010	0.00
Maintenance (Seasonal)	12.00/hr	15.00/hr	
Professional, Technical, Clerical Bargaining Unit			
Senior Planner	6,578	8,003	1.75
Senior Long Range Planner/GIS	6,578	8,003	1.00
Associate Planner/2-year term	5,701	6,936	0.00
Long Range Planner/GIS/2-year term	5,701	6,936	0.00
Building Inspector/2-year term	5,648	6,871	1.00
Public Works Infrastructure Inspector/2-year term	5,648	6,871	1.00
Mapping CAD Technician	5,562	6,767	0.40
Records Coordinator	5,333	6,488	1.00
Staff Accountant	5,259	6,398	0.00
Deputy Clerk	5,064	6,161	0.00
Special Events & Visitor Information Coordinator	4,128	6,040	1.00
Payroll Officer	4,761	5,792	0.00
Office Coordinator / Permit Technician	4,698	5,715	1.00
Public Works Office Coordinator	4,698	5,715	1.00
Accounting Assistant II	4,574	5,565	1.00
Business License & Tax Coordinator	4,574	5,565	1.00
Utilities Coordinator	4,574	5,565	2.00
Administrative Assistant	3,984	4,847	0.00
Accounting Assistant I	3,872	4,711	0.00
Visitor Information Center Ambassador (Part Time)	12.00/hr	15.00/hr	

Total FTEs

47.15