

ORDINANCE 1737

AN ORDINANCE OF THE CITY OF NORTH BEND, WASHINGTON, ADOPTING THE 2021-2022 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 2021-2022 has been prepared and filed, public hearings were held on November 3, 2020 and November 17, 2020 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 2021;

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

Section 1. 2021-2022 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 2021-2022 biennium. Set forth in summary form in Exhibits A-1 and A-2 (2021 and 2022 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. 2021 Salary Schedule Adoption. The City Council hereby adopts the 2021 Salary Schedule as shown in Exhibit B. 2022 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 2021-2022 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, 2021.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 1ST DAY OF DECEMBER, 2020.

CITY OF NORTH BEND:

APPROVED AS TO FORM:

Rob McFarland, Mayor

Michael R. Kenyon, City Attorney

Published: December 11, 2020
Effective: January 1, 2021

ATTEST/AUTHENTICATED:

Susie Oppedal, City Clerk

EXHIBIT A - 1

2021 ANNUAL BUDGET

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 2,225,372	\$ 9,027,064	\$ 9,315,024	\$ 1,937,412
101	Street Operations Fund	-	768,023	768,023	-
102	Capital Streets Fund	77,584	193,020	183,102	87,502
103	Streets Overlay Fund	560,813	290,089	316,200	534,702
106	Impact Fees & Mitigation Fund	5,516,049	2,040,008	1,523,435	6,032,622
107	Hotel/Motel Tax Fund	13,813	14,300	-	28,113
108	Economic Development Fund	-	205,847	205,847	-
116	Park Improvement Fund	187,543	116,677	-	304,220
117	Park Maintenance Reserve Fund	20,102	10,000	-	30,102
125	Development Projects Fund	545,027	1,300,000	950,000	895,027
190	Transportation Benefit District Fund	1,710,572	605,880	327,850	1,988,602
216	2011 Fire Station Bond Fund	191,263	538,875	539,375	190,763
217	2012 LTGO (TBD) Bond Fund	-	149,850	149,850	-
218	2015 LTGO Bond Fund	-	191,722	191,722	-
220	2018 LTGO Bond Fund	-	249,500	249,500	-
310	Municipal Projects Fund	349,190	1,128,555	1,280,085	197,660
320	Capital Improvements (REET) Fund	2,271,755	700,000	392,307	2,579,448
401	Water Utility Fund	2,119,652	2,439,367	2,808,858	1,750,161
402	Sewer Utility Fund	7,934,000	28,711,544	18,546,877	18,098,667
404	Storm Drainage Utility Fund	1,193,621	1,009,667	789,488	1,413,800
404	Flood Operations Fund	475,701	181,085	246,772	410,014
405	Solid Waste & Recycling Fund	426,608	114,390	71,613	469,385
451	ULID #6 Bond Redemption Fund	822,506	873,715	1,138,800	557,421
452	ULID #6 Bond Reserve Fund	903,201	-	-	903,201
501	Equipment Operating Fund	-	307,630	307,630	-
501	Technology Operating Fund	-	210,392	210,392	-
502	Equipment Reserve Fund	951,789	90,155	-	1,041,944
502	Technology Reserve Fund	252,395	8,658	-	261,053
	GRAND TOTAL:	\$ 28,748,556	\$ 51,476,013	\$ 40,512,750	\$ 39,711,819

EXHIBIT A - 2

2022 ANNUAL BUDGET

Fund	Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
001	General Fund	\$ 1,937,412	\$ 9,117,622	\$ 9,801,137	\$ 1,253,897
101	Street Operations Fund	-	803,698	803,698	-
102	Capital Streets Fund	87,502	193,461	160,991	119,972
103	Streets Overlay Fund	534,702	390,053	300,000	624,755
106	Impact Fees & Mitigation Fund	6,032,622	2,706,914	1,314,445	7,425,091
107	Hotel/Motel Tax Fund	28,113	14,300	-	42,413
108	Economic Development Fund	-	214,734	214,734	-
116	Park Improvement Fund	304,220	116,677	-	420,897
117	Park Maintenance Reserve Fund	30,102	10,000	-	40,102
125	Development Projects Fund	895,027	1,300,000	950,000	1,245,027
190	Transportation Benefit District Fund	1,988,602	-	250,000	1,738,602
216	2011 Fire Station Bond Fund	190,763	179,160	179,660	190,263
218	2015 LTGO Bond Fund	-	191,769	191,769	-
220	2018 LTGO Bond Fund	-	245,500	245,500	-
310	Municipal Projects Fund	197,660	850,000	850,000	197,660
320	Capital Improvements (REET) Fund	2,579,448	600,000	346,377	2,833,071
401	Water Utility Fund	1,750,161	2,749,328	2,554,658	1,944,831
402	Sewer Utility Fund	18,098,667	4,841,160	13,702,102	9,237,725
404	Storm Drainage Utility Fund	1,413,800	1,042,364	881,086	1,575,078
404	Flood Operations Fund	410,014	184,580	250,254	344,340
405	Solid Waste & Recycling Fund	469,385	116,200	72,481	513,104
451	ULID #6 Bond Redemption Fund	557,421	834,734	1,099,600	292,555
452	ULID #6 Bond Reserve Fund	903,201	-	-	903,201
501	Equipment Operating Fund	-	313,511	313,511	-
501	Technology Operating Fund	-	213,643	213,643	-
502	Equipment Reserve Fund	1,041,944	112,290	-	1,154,234
502	Technology Reserve Fund	261,053	22,599	-	283,652
	GRAND TOTAL:	<u>\$ 39,711,819</u>	<u>\$ 27,364,297</u>	<u>\$ 34,695,646</u>	<u>\$ 32,380,470</u>

EXHIBIT B

2021 Salary Ranges

<u>Position Title</u>	<u>Monthly Salary Range</u>		<u>FTEs</u>
	<u>From</u>	<u>To</u>	
Mayor and Council			
Mayor	\$ 3,000	N/A	1 Elected
Council Member	500	N/A	7 Elected
Management (Exempt)			
City Administrator	12,500	15,500	1.00
Deputy City Administrator	11,500	14,100	2.00
City Attorney	11,200	13,950	0.15
Department Director	10,500	13,500	1.00
Deputy Public Works Director	9,150	12,500	1.00
PW Operations Manager	9,150	12,500	0.25
City Engineer	9,100	11,650	1.00
Building Official	7,750	9,900	1.00
PW Project Manager	7,250	9,800	1.00
Development Review Manager	7,250	9,800	1.00
Wastewater Treatment Plant Manager	7,250	9,300	1.00
Water Operations Manager	7,250	9,300	1.00
SCADA Supervisor	7,250	9,300	1.00
City Clerk	6,950	8,900	1.00
Economic Development Manager	7,000	8,750	1.00
Deputy Finance Director	6,850	8,700	1.00
Communications Manager/PIO	6,200	8,200	1.00
Senior Financial Analyst	6,300	8,000	1.00
HR/Emergency Management Coordinator	5,600	7,200	1.00
Public Works Bargaining Unit **			
Senior Lead Technician	6,369	7,641	1.00
Lead Parks Technician	5,869	7,141	1.00
Lead Streets Technician	5,869	7,141	1.00
Lead Water System Operator	5,869	7,141	1.00
Lead WWTP Operator	5,869	7,141	1.00
Wastewater Treatment Plant Operator II	5,463	6,646	3.00
Mechanic	5,225	6,357	1.00
Water System Operator	5,111	6,219	3.00
Wastewater Treatment Plant Operator I	5,094	6,198	1.00
Maintenance Worker	4,855	5,906	5.00
Wastewater Treatment Plant Operator-in-Training	4,223	5,665	0.00
Maintenance Worker - Entry	4,813	5,160	0.00
Maintenance (Seasonal)	13.69/hr	16.00/hr	

** Public Works Collective Bargaining Agreement has not been settled for 2021

EXHIBIT B

2021 Salary Ranges

<u>Position Title</u>	<u>Monthly Salary Range</u>		<u>FTEs</u>
	<u>From</u>	<u>To</u>	
Professional, Technical, Clerical Bargaining Unit			
Senior Planner	7,112	8,653	2.00
Senior Long Range Planner/2-year term	7,112	8,653	0.00
Building Inspector/2-year term	6,083	7,401	1.00
Public Works Infrastructure Inspector/2-year term	6,083	7,401	1.00
Associate Planner	6,019	7,323	1.00
Long Range Planner/2-year term	6,019	7,323	0.00
Mapping CAD Technician	5,872	7,144	0.20
Staff Accountant	5,779	7,031	0.00
Deputy City Clerk	5,778	7,030	0.00
Records Coordinator	5,629	6,848	0.00
Special Events & Visitor Information Coordinator	5,538	6,738	0.00
Payroll Officer	5,492	6,682	0.00
Office Coordinator / Permit Technician	5,212	6,341	1.00
Public Works Office Coordinator	5,212	6,341	1.00
Accounting Assistant II	5,115	6,223	1.00
Business License & Tax Coordinator	5,115	6,223	1.00
Utilities Coordinator	5,115	6,223	1.00
Administrative Assistant	4,474	5,443	0.00
Accounting Assistant I	4,396	5,349	0.00
Total FTEs			46.60