

CITY OF MONROE
ORDINANCE NO. 011/2021

AN ORDINANCE OF THE CITY OF MONROE,
WASHINGTON, ADOPTING THE BUDGET FOR THE
FISCAL YEAR ENDING DECEMBER 31, 2022

WHEREAS, the Mayor of the City of Monroe, Washington, completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of said City for the fiscal year ending December 31, 2022; and a notice was published that the Council of said City would meet on the 12th, 19th, and 26th day of October, 2021, and 9th day of November, 2021, at the hour of 7:00 p.m for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget; and

WHEREAS, the City Council did meet at said time and place and did then consider the matter of said proposed budget; 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 of Monroe for the purposes set forth in said budget, and the estimated expenditures set for in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period;

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

Section 1. Budget Adoption. The budget for the City of Monroe, Washington, for the year 2022 is hereby adopted at the fund level in its final form and content as set forth below in section 2 and as discussed further in the 2022 Mayor's Recommended Budget, copies of which are on file in the Office of the City Clerk.

Section 2. Estimated Revenues and Appropriations. Estimated resources for each separate fund of the City of Monroe, and aggregate expenditures for all such funds for the year 2021, are set forth in summary form below; and are hereby appropriated for expenditure at the fund level during the year 2022:

Fund	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance	Total Fund
General Fund (001)	\$ 4,347,614	\$ 18,966,760	\$ 20,264,343	\$ 3,050,031	\$ 23,314,374
Contingency Fund (002)	1,172,156	91,600	0	1,263,756	1,263,756
Donation Fund (008)	22,014	9,250	9,250	22,014	31,264
Streets Fund (105)	696,733	1,163,551	1,357,726	502,558	1,860,284
Lodging Tax Fund (109)	138,740	70,000	150,000	58,740	208,740
Narcotics Fund (114)	55,972	4	21,000	34,976	55,976
Real Estate Excise Tax Fund (117)	2,358,175	1,106,300	2,476,445	988,030	3,464,475
Debt Service Fund (203)	3,505	137,261	137,241	3,525	140,766
General CIP Fund (307)	19,263	1,202,560	1,202,560	19,263	1,221,823
Parks CIP Fund (317)	815,533	915,172	973,793	756,912	1,730,705
Street CIP Fund (318)	1,668,892	5,838,989	6,758,282	749,599	7,507,881
N. Kelsey Development Fund (319)	116,079	0	116,079	0	116,079
Building Capital Fund (330)	1,549,307	273,619	893,040	929,886	1,822,926
Water O&M Fund (411)	744,807	7,328,114	7,320,732	752,189	8,072,921
Water CIP Fund (412)	5,609,913	1,470,153	2,799,118	4,280,948	7,080,066
Sewer O&M Fund (421)	1,007,800	8,735,583	8,996,716	746,667	9,743,383
Sewer CIP Fund (422)	11,878,765	5,251,205	5,683,254	11,446,716	17,129,970
Stormwater O&M Fund (431)	427,692	2,930,749	3,084,981	273,460	3,358,441
Stormwater CIP Fund (432)	1,418,677	4,148,072	3,980,881	1,585,868	5,566,749
Revenue Bond Debt Reserve Fund (450)	2,844,844	0	761,276	2,083,568	2,844,844
Information Technology Service Fund (510)	433,919	738,658	1,087,946	84,631	1,172,577
Fleet & Equipment Fund (520)	6,190,930	1,486,367	2,580,697	5,096,600	7,677,297
Facilities Management Fund (530)	83,768	1,528,589	1,550,622	61,735	1,612,357
Total All Funds	\$ 43,605,098	\$ 63,392,556	\$ 72,205,982	\$ 34,791,672	\$ 106,997,654

Section 3. Salary Schedule. The 2022 salary schedule for authorized City of Monroe positions is set forth in the attached Exhibit A and is incorporated herein as if set forth in full.

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

Section 5. Transmittal. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditors' Office and to the Association of Washington Cities.

Section 6. Effective Date. This ordinance shall take effect five (5) days after publication.

PASSED by the City Council and APPROVED by the Mayor of the City of Monroe, at a regular meeting held this 9th day of November, 2021.

Ordinance No. 011/2021
1st Reading: October 26, 2021
Final Reading: November 9, 2021
Published: November 12, 2021
Effective: November 17, 2021

CITY OF MONROE, WASHINGTON:


Geoffrey Thomas (Nov 10, 2021 14:14 PST)

Geoffrey Thomas, Mayor

ATTEST:

APPROVED AS TO FORM:


Jodi Wycoff (Nov 10, 2021 14:53 PST)

Jodi Wycoff, City Clerk


Zach Lell (Nov 10, 2021 13:50 PST)

J. Zachary Lell, City Attorney

EXHIBIT A

Department	Title	Salary Range Low	Salary Range High
Administration	Management Analyst	\$ 6,204	\$ 8,018
Administration	City Administrator	\$ 12,233	\$ 16,250
Administration	Records Specialist (Part-time)	\$35/hour	\$43/hour
City Clerk	City Clerk	\$ 6,816	\$ 8,809
Community Development	Plans Examiner	\$ 6,281	\$ 8,018
Community Development	Permit Technician	\$ 5,151	\$ 6,656
Community Development	Code Enforcement	\$ 5,151	\$ 6,656
Community Development	Associate Planner	\$ 5,626	\$ 7,271
Community Development	Building Inspector	\$ 5,876	\$ 7,594
Community Development	Permit Supervisor	\$ 6,693	\$ 8,968
Community Development	Senior Planner	\$ 6,816	\$ 8,809
Community Development	Planning Manager	\$ 7,959	\$ 10,286
Community Development	Development Services Manager	\$ 7,959	\$ 10,286
Community Development	Community Development Director	\$ 10,568	\$ 13,657
Finance	Customer Service	\$ 4,967	\$ 6,339
Finance	AP/AR	\$ 4,967	\$ 6,339
Finance	Utility Billing	\$ 4,967	\$ 6,339
Finance	Finance Technician	\$ 5,151	\$ 6,656
Finance	Finance Manager	\$ 7,959	\$ 10,286
Finance	Finance Director	\$ 10,568	\$ 13,657
Human Resources/Information Technology	IT Desktop Support	\$ 5,203	\$ 6,724
Human Resources/Information Technology	Management Analyst	\$ 6,204	\$ 8,018
Human Resources/Information Technology	IT Manager	\$ 7,959	\$ 10,286
Human Resources/Information Technology	HR Director	\$ 10,568	\$ 13,657
Municipal Court	Court Clerk	\$ 4,967	\$ 6,339
Municipal Court	Court Administrator	\$ 7,959	\$ 10,286
Municipal Court	Court Security Officer	\$24/hour	\$26.82/hour
Municipal Court	Court Probation Counselor	\$ 5,725	\$ 7,271
Parks & Rec	Parks Admin Asst	\$ 4,967	\$ 6,339
Parks & Rec	Parks Maintenance II	\$ 5,065	\$ 6,464
Parks & Rec	Parks Lead	\$ 5,735	\$ 7,320
Parks & Rec	Parks Supervisor	\$ 6,693	\$ 8,968
Parks & Rec	Parks Manager	\$ 7,959	\$ 10,286
Parks & Rec	Parks Director	\$ 10,568	\$ 13,657
Police Dept.	Executive Assistant	\$ 5,151	\$ 6,656
Police Dept.	Customer Service Assistant	\$ 4,967	\$ 6,339
Police Dept.	Investigative Support	\$ 5,151	\$ 6,656
Police Dept.	Code Enforcement	\$ 5,151	\$ 6,656
Police Dept.	Evidence Technician	\$ 5,151	\$ 6,656
Police Dept.	Police Officer	\$ 6,417	\$ 7,798
Police Dept.	Sergeant	\$ 8,318	\$ 10,109
Police Dept.	Administrative Manager	\$ 7,959	\$ 10,286
Police Dept.	Commander	\$ 9,033	\$ 11,674
Police Dept.	Deputy Chief	\$ 10,568	\$ 13,657
Police Dept.	Police Chief	\$ 11,651	\$ 15,057
Public Works Department	Engineering Admin Assistant	\$ 4,967	\$ 6,339
Public Works Department	Maintenance and Operations II	\$ 5,065	\$ 6,464
Public Works Department	PW Administrative Tech	\$ 5,151	\$ 6,656
Public Works Department	Utility System Specialist	\$ 5,629	\$ 7,185
Public Works Department	Cross Connection Control	\$ 5,629	\$ 7,185
Public Works Department	WWTP Operator	\$ 5,629	\$ 7,185
Public Works Department	Shop Specialist III	\$ 5,629	\$ 7,185

EXHIBIT A

Department	Title	Salary Range Low	Salary Range High
Public Works Department	Equipment Operator III	\$ 5,629	\$ 7,185
Public Works Department	Facilities Specialist III	\$ 5,629	\$ 7,185
Public Works Department	Stormwater Compliance Coordinator	\$ 5,629	\$ 7,185
Public Works Department	GIS/CAD Specialist	\$ 5,876	\$ 7,594
Public Works Department	Civil Designer	\$ 6,241	\$ 8,065
Public Works Department	Water Quality Lead IV	\$ 5,735	\$ 7,320
Public Works Department	Construction Inspector IV	\$ 5,735	\$ 7,320
Public Works Department	Utilities/Streets Site Lead	\$ 5,735	\$ 7,320
Public Works Department	Management Analyst	\$ 6,204	\$ 8,018
Public Works Department	Construction Inspector III	\$ 6,281	\$ 8,018
Public Works Department	Construction Document Supervisor	\$ 6,693	\$ 8,539
Public Works Department	O&M Supervisor	\$ 6,693	\$ 8,539
Public Works Department	Construction Inspector Supervisor	\$ 7,026	\$ 8,968
Public Works Department	WWTP Supervisor	\$ 7,026	\$ 8,968
Public Works Department	Senior Engineer	\$ 7,959	\$ 10,109
Public Works Department	Public Works Operations Manager	\$ 8,695	\$ 11,237
Public Works Department	City Engineer	\$ 9,033	\$ 11,674
Public Works Department	Public Works Director	\$ 11,096	\$ 14,340












Ord 011-2021_2022 Budget Ordinance

Final Audit Report

2021-11-10

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