

**CITY OF MONROE  
ORDINANCE NO. 011/2023**

AN ORDINANCE OF THE CITY OF MONROE,  
WASHINGTON, AMENDING THE BUDGET FOR THE  
FISCAL BIENNIUM 2023-2024 TO ACCOUNT FOR  
BEGINNING FUND BALANCES AND NEW OR  
DECREASED REVENUES AND EXPENDITURES FOR  
2023; PROVIDING FOR SEVERABILITY; AND  
ESTABLISHING AN EFFECTIVE DATE

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WHEREAS, the City Council adopted the budget for the fiscal biennium of 2023-2024 through Ordinance No. 028/2022 on November 15, 2022; and

WHEREAS, certain expenditures, the necessity and/or amount of which were largely unexpected by the City, have come to light; and

WHEREAS, new revenues and corresponding expenditures need to be realized in and reflected by the adopted budget affecting the first year of the biennium through an amendment thereof; and

WHEREAS, the City Council finds it is in the best interest of the City to recognize actual beginning fund balances versus estimated beginning fund balances used in the adoption of the biennial budget.

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

Section 1. Findings. The above recitals and the content of Exhibit A are attached hereto and incorporated herein by reference as if set forth in full, are hereby adopted as findings in support of this ordinance.

Section 2. Budget Amendment. The budget for the fiscal years 2023-2024 is hereby amended as follows:

Fund	Name	Amended Beginning Balance	Amended Revenues	Amended Expenditures	Amended Restricted Fund Balance	Amended Undesignated Fund Balance	Total Budgeted Fund (Amended)
001	General Fund	\$ 10,056,841	\$ 36,757,743	\$ 43,366,050	\$ 3,387,391	\$ 61,143	\$ 46,814,584
002	Contingency Fund	1,279,866	236,718	-	1,516,584	-	1,516,584
008	Donation Fund	25,060	21,600	30,600	16,060	-	46,660
105	Street Fund	912,243	2,395,959	2,828,691	479,511	-	3,308,202
109	Tourism Fund	160,771	166,500	250,000	77,271	-	327,271
114	Narcotics Fund	20,395	2	12,000	8,397	-	20,397
117	Real Estate Excise Tax Fund	2,938,924	2,568,000	4,124,365	1,382,559	-	5,506,924
203	Governmental Debt Fund	3,526	660,694	660,650	3,570	-	664,220
307	General Capital Projects	21,446	2,000,000	2,000,000	21,446	-	2,021,446
317	Parks CIP Fund	759,286	2,273,741	2,646,623	386,404	-	3,033,027
318	Street CIP Fund	1,732,362	10,697,936	10,868,864	1,561,434	-	12,430,298
330	Building Fund	2,732,461	18,441,258	18,787,835	2,385,884	-	21,173,719
411	Water Fund	2,445,237	14,494,410	15,300,760	1,638,887	-	16,939,647
412	Water CIP Fund	5,208,483	5,114,550	3,220,217	7,102,816	-	10,323,033
421	Sewer Fund	1,442,001	16,343,059	16,246,238	1,538,822	-	17,785,060
422	Sewer CIP Fund	12,421,139	20,839,597	21,938,365	11,322,371	-	33,260,736
431	Stormwater Fund	451,630	6,428,551	6,555,136	325,045	-	6,880,181
432	Stormwater CIP Fund	968,009	6,630,596	5,306,984	2,291,621	-	7,598,605
450	Revenue Bond Reserve	2,104,542	18,300	35,182	2,087,660	-	2,122,842
510	Info Tech Services Fund	346,685	2,882,971	2,975,692	253,964	-	3,229,656
520	Equipment & Fleet Fund	6,496,524	3,768,368	5,252,174	5,012,718	-	10,264,892
530	Facilities Management Fund	198,897	3,147,520	3,114,587	231,830	-	3,346,417
	<b>Totals</b>	<b>\$ 52,726,328</b>	<b>\$ 155,888,073</b>	<b>\$ 165,521,013</b>	<b>\$ 43,032,245</b>	<b>\$ 61,143</b>	<b>\$ 208,614,401</b>

**Section 3. Salary Schedule.** The 2023 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.

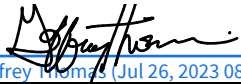
**Section 4. Severability.** If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause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

**Section 5. 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 25 day of July, 2023.

Ordinance No. 011/2023  
First Reading: July 11, 2023  
Final Reading: July 25, 2023  
Published: July 28, 2023  
Effective: August 2, 2023


CITY OF MONROE, WASHINGTON:

  
[Geoffrey Thomas \(Jul 26, 2023 08:27 PDT\)](#)

Geoffrey Thomas, Mayor

ATTEST:

APPROVED AS TO FORM:

  
[Jodi Wycoff \(Jul 26, 2023 12:10 PDT\)](#)

Jodi Wycoff, City Clerk

  
[Zach Lell \(Jul 26, 2023 08:26 PDT\)](#)

J. Zachary Lell, City Attorney

EXHIBIT A

Department	Title	Salary Range Low	Salary Range High
Administration	Management Analyst	6,824	8,820
Administration	City Administrator	13,456	17,875
Administration	Human Services Coordinator	5,464	6,973
Administration	Intern II	\$25 per hour	\$28 per hour
City Clerk	City Clerk	7,498	9,690
City Clerk	Public Records Officer	6,189	7,998
Community Development	Plans Examiner	6,909	8,820
Community Development	Planning Admin/Permit Assistant	5,469	6,979
Community Development	Permit Technician	5,671	7,328
Community Development	Code Enforcement Technician	5,671	7,328
Community Development	Associate Planner	6,189	7,998
Community Development	Building Inspector	6,464	8,353
Community Development	Planner	6,909	8,820
Community Development	Senior Planner	7,498	9,690
Community Development	Planning Manager	8,755	11,315
Community Development	Development Services Manager	8,755	11,315
Community Development	Community Development Director	11,624	15,023
Finance	Customer Service Assistant	5,469	6,979
Finance	AP/AR Assistant	5,469	6,979
Finance	Utility Billing Assistant	5,469	6,979
Finance	Finance Technician 2	5,955	7,695
Finance	Finance Manager	8,755	11,315
Finance	Finance Director	11,624	15,023
Human Resources/Information Technology	HR Coordinator	5,464	6,973
Human Resources/Information Technology	IT Desktop Support	5,723	7,396
Human Resources/Information Technology	Management Analyst	6,824	8,820
Human Resources/Information Technology	IT Manager	8,755	11,315
Human Resources/Information Technology	HR Director	11,624	15,023
Municipal Court	Court Clerk (Assistant)	5,469	6,979
Municipal Court	Court Administrator	8,755	11,315
Municipal Court	Court Security Officer	\$26.40 per hour	\$31.82 per hour
Municipal Court	Court Probation Counselor	6,298	7,998
Parks & Rec	Parks Admin Assistant	5,469	6,979
Parks & Rec	Parks Maintenance II	5,546	7,078
Parks & Rec	Parks Lead	6,280	8,015
Parks & Rec	Parks Supervisor	7,329	9,350
Parks & Rec	Parks Manager	8,755	11,315
Parks & Rec	Parks Director	11,624	15,023
Police Dept.	Executive Assistant (Technician)	5,671	7,328
Police Dept.	Customer Service Assistant	5,469	6,979
Police Dept.	Investigative Support (Technician)	5,671	7,328
Police Dept.	Community Services Officer (Technician Limited Term)	5,671	7,328
Police Dept.	Community Services Officer (Technician)	5,671	7,328
Police Dept.	Evidence Technician	5,671	7,328
Police Dept.	Police Officer	6,939	9,058
Police Dept.	Sergeant	9,158	11,130
Police Dept.	Administrative Manager	8,755	11,315
Police Dept.	Commander	9,936	12,841
Police Dept.	Deputy Chief	11,624	15,023
Police Dept.	Police Chief	12,816	16,563
Public Works Department	Engineering Admin Assistant	5,469	6,979
Public Works Department	Maintenance and Operations II	5,546	7,078

EXHIBIT A

Department	Title	Salary Range Low	Salary Range High
Public Works Department	PW Administrative Technician	5,671	7,328
Public Works Department	Utility System Specialist III	6,164	7,868
Public Works Department	Cross Connection Control III	6,164	7,868
Public Works Department	WWTP Operator III	6,164	7,868
Public Works Department	Shop Specialist III	6,164	7,868
Public Works Department	Equipment Operator III	6,164	7,868
Public Works Department	Facilities Specialist III	6,164	7,868
Public Works Department	Stormwater Compliance Coordinator III	6,164	7,868
Public Works Department	GIS/CAD Specialist	6,464	8,353
Public Works Department	Civil Designer	6,865	8,872
Public Works Department	Water Quality Lead IV	6,280	8,015
Public Works Department	Customer Service Coordinator III	6,164	7,868
Public Works Department	Construction Inspector	6,878	8,780
Public Works Department	Utilities/Streets Site Lead	6,280	8,015
Public Works Department	Management Analyst	6,824	8,820
Public Works Department	Construction Document Supervisor	7,329	9,350
Public Works Department	O&M Supervisor	7,329	9,350
Public Works Department	Environmental Services Program Manager (2024)	7,498	9,690
Public Works Department	WWTP Supervisor	7,693	9,820
Public Works Department	Engineer I	6,464	8,354
Public Works Department	Senior Engineer (Engineer III)	8,755	11,120
Public Works Department	Engineering Services Manager	9,564	12,360
Public Works Department	Public Works Operations Manager	9,564	12,360
Public Works Department	City Engineer	9,936	12,841
Public Works Department	Public Works Director	12,205	15,774












# Ord 011 2023 Budget Amend with Ex A

Final Audit Report

2023-07-26

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