

CITY OF MONROE
ORDINANCE NO. 028/2022

AN ORDINANCE OF THE CITY OF MONROE,
WASHINGTON, ADOPTING THE BIENNIAL BUDGET FOR
THE FISCAL PERIOD BEGINNING JANUARY 1, 2023 AND
ENDING DECEMBER 31, 2024; PROVIDING FOR
SEVERABILITY; AND ESTABLISHING AN EFFECTIVE
DATE

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 period ending December 31, 2024; and a notice was published that the Council of said City would meet on the 11th, 18th, and 25th day of October, 2022, and 15th day of November, 2022, at the hour of 7:00 p.m for the purpose of making and adopting a budget for said fiscal period 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 biennium 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 2023-2024 biennium 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 2023-2024 Mayor's Recommended Biennial 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 2023-2024 biennium are set forth in summary form below; and are hereby appropriated for expenditure at the fund level:

Fund	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance	Total Fund
General Fund (001)	\$ 9,054,648	\$ 35,099,636	\$ 40,718,275	\$ 3,436,009	\$ 44,154,284
Contingency Fund (002)	1,273,360	242,784	0	1,516,144	1,516,144
Donation Fund (008)	21,661	21,600	30,600	12,661	43,261
Streets Fund (105)	818,260	2,395,959	2,828,691	385,528	3,214,219
Lodging Tax Fund (109)	122,355	166,500	250,000	38,855	288,855
Narcotics Fund (114)	14,977	2	12,000	2,979	14,979
Real Estate Excise Tax Fund (117)	1,402,865	2,568,000	3,805,642	165,223	3,970,865
Debt Service Fund (203)	3,515	660,694	660,650	3,559	664,209
General CIP Fund (307)	21,299	-	-	21,299	21,299
Parks CIP Fund (317)	1,239,636	1,859,741	2,626,623	472,754	3,099,377
Street CIP Fund (318)	2,070,541	8,597,606	10,569,558	98,589	10,668,147
Building Capital Fund (330)	2,136,274	18,436,535	18,787,835	1,784,974	20,572,809
Water O&M Fund (411)	1,622,014	14,494,410	15,300,760	815,664	16,116,424
Water CIP Fund (412)	4,480,057	5,114,550	3,220,217	6,374,390	9,594,607
Sewer O&M Fund (421)	724,288	16,343,059	16,246,238	821,109	17,067,347
Sewer CIP Fund (422)	12,969,598	20,839,597	21,938,365	11,870,830	33,809,195
Stormwater O&M Fund (431)	452,388	6,428,551	6,555,136	325,803	6,880,939
Stormwater CIP Fund (432)	897,675	6,630,596	5,306,984	2,221,287	7,528,271
Revenue Bond Debt Reserve Fund (450)	2,094,637	18,300	35,182	2,077,755	2,112,937
Information Technology Service Fund (510)	160,366	2,882,971	2,975,692	67,645	3,043,337
Fleet & Equipment Fund (520)	6,633,117	3,768,368	5,252,174	5,149,311	10,401,485
Facilities Management Fund (530)	149,083	3,147,520	3,114,587	182,016	3,296,603
Total All Funds	\$ 48,362,614	\$ 149,716,979	\$ 160,235,209	\$ 37,844,384	\$ 198,079,593

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. 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 15th day of November, 2022.

1st Reading: October 25, 2022
Final Reading:
Published:
Effective:

CITY OF MONROE, WASHINGTON:


Geoffrey Thomas (Nov 16, 2022 15:22 PST)

Geoffrey Thomas, Mayor

ATTEST:

APPROVED AS TO FORM:


Jodi Wycoff (Nov 16, 2022 16:05 PST)

Jodi Wycoff, City Clerk


Zach Lell (Nov 16, 2022 15:16 PST)

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	Public Records Officer	6,189	7,998
Administration	Human Services Coordinator	5,464	6,973
City Clerk	City Clerk	7,498	9,690
Community Development	Plans Examiner	6,909	8,820
Community Development	Planning Admin/Permit Assistant	4,967	6,339
Community Development	Permit Technician	5,151	6,656
Community Development	Code Enforcement	5,151	6,656
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	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	8,755	11,315
Finance	Finance Director	11,624	15,023
Human Resources/Information Technology	HR Coordinator	\$31.52 per hour	\$40.23 per hour
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	4,967	6,339
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 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	8,755	11,315
Parks & Rec	Parks Director	11,624	15,023
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	6,939	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	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

EXHIBIT A

Department	Title	Salary Range Low	Salary Range High
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
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	6,464	8,353
Public Works Department	Civil Designer	6,865	8,872
Public Works Department	Water Quality Lead IV	5,735	7,320
Public Works Department	Customer Service Coordinator	5,629	7,185
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	6,824	8,820
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	Environmental Services Program Manager (2024)	7,498	9,690
Public Works Department	WWTP Supervisor	7,026	8,968
Public Works Department	Senior Engineer	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 028_2022 - 2023-2024 Budget Ordinance

Final Audit Report

2022-11-17

Created:	2022-11-16
By:	Jodi Wycoff (jwycoff@monroewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAL7NAIUc-78XoAtNd2_ftPa83dieCXPos

"Ord 028_2022 - 2023-2024 Budget Ordinance" History

-  Document created by Jodi Wycoff (jwycoff@monroewa.gov)
2022-11-16 - 11:03:17 PM GMT
-  Document emailed to Zach Lell (zlell@omwlaw.com) for signature
2022-11-16 - 11:03:55 PM GMT
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2022-11-16 - 11:14:39 PM GMT
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Signature Date: 2022-11-16 - 11:16:30 PM GMT - Time Source: server
-  Document emailed to Geoffrey Thomas (gthomas@monroewa.gov) for signature
2022-11-16 - 11:16:31 PM GMT
-  Email viewed by Geoffrey Thomas (gthomas@monroewa.gov)
2022-11-16 - 11:16:37 PM GMT
-  Document e-signed by Geoffrey Thomas (gthomas@monroewa.gov)
Signature Date: 2022-11-16 - 11:22:20 PM GMT - Time Source: server
-  Document emailed to Jodi Wycoff (jwycoff@monroewa.gov) for signature
2022-11-16 - 11:22:21 PM GMT
-  Email viewed by Jodi Wycoff (jwycoff@monroewa.gov)
2022-11-16 - 11:22:26 PM GMT
-  Document e-signed by Jodi Wycoff (jwycoff@monroewa.gov)
Signature Date: 2022-11-17 - 0:05:23 AM GMT - Time Source: server
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