

Town of Cathlamet, Washington

ORDINANCE 654-21

**AN ORDINANCE FOR THE COUNCIL OF THE TOWN OF CATHLAMET, WASHINGTON
ADOPTING THE BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022**

WHEREAS, the estimates and budgets for the Town of Cathlamet, Washington, for the 2022 fiscal year have been prepared and filed as provided by laws of the State of Washington; and

WHEREAS, the preliminary budget was printed for distribution and notice published in the official paper of the Town of Cathlamet, setting time and place for hearing on the budget and stating that all taxpayers requesting a copy from the Town Clerk would be furnished a copy of the preliminary budget to review; and

WHEREAS, the Cathlamet Town Council held a public hearing on the preliminary budget on November 15, 2021 and December 6, 2021, as required by law, and has considered the public testimony presented, if any;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF CATHLAMET, AS FOLLOWS: The budget for the fiscal year 2022 for the Town of Cathlamet, Washington is hereby adopted at the fund level in its final form and content as set forth herein.

SECTION 1. BUDGET ADOPTED.

This shall be known as the Town of Cathlamet 2022 Budget Ordinance with estimated revenues for each separate fund of the Town of Cathlamet, and aggregate expenditures for all such funds for the year 2022 are set forth in a summary form below:

FUND #	FUND NAME	ESTIMATED REVENUES	APPROPRIATIONS
001	CURRENT EXPENSE	\$1,135,846.47	\$1,135,846.47
007	CE RESERVE	\$1,075,540.68	\$1,075,540.68
030	REPAIR & DEMOLITION	\$200,000.00	\$200,000.00
032	PUBLIC WIFI	\$4,375.00	\$4,375.00
101	STREETS	\$279,978.76	\$279,978.76
102	LIBRARY	\$80,034.14	\$80,034.14
108	FIRE DEPT. CUMULATIVE RESERVE	\$56,434.51	\$56,434.51
109	EMS CUMULATIVE RESERVE	\$183,539.95	\$183,539.95
120	TOURISM DEVELOPMENT RESERVE	\$7,238.93	\$7,238.93
301	CAPITAL PROJECTS RESERVE	\$115,055.04	\$115,055.04
401	WATER CAPITAL RESERVE	\$266,462.93	\$266,462.93
402	WATER O/M FUND	\$1,783,984.16	\$1,783,984.16
403	SEWER O/M FUND	\$932,859.76	\$932,859.76
404	SEWER CAPITAL RESERVE	\$221,388.55	\$221,388.55
405	UTILITY DEPOSITS	\$45,761.48	\$45,761.48
406	WATER DEBT SERVICE RESERVE	\$175,672.61	\$175,672.61
407	SEWER DEBT SERVICE RESERVE	\$463,048.80	\$463,048.80
TOTAL ALL FUNDS:		\$7,027,221.77	\$7,027,221.77

The Clerk-Treasurer shall transmit a certified copy of the budget hereby adopted to the State of Washington Auditor's office and the Association of Washington Cities.

SECTION 2. EMPLOYEE SALARIES AND COMPENSATION.

There is hereby approved a 3.30% cost of living increase to the Town Employee’s Salary Classifications and Pay Scale effective January 1, 2022.

Steps 2.5%	Step 1		Step 2		Step 3		Step 4		Step 5		Step 6	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
CLASS	Entry Level		6-month		3-years		6-years		9-years		12-years	
14	\$40.34	\$6,992.03	\$41.35	\$7,166.83	\$42.38	\$7,346.00	\$43.44	\$7,529.65	\$44.53	\$7,717.90	\$45.64	\$7,910.84
13	\$37.45	\$6,490.68	\$38.38	\$6,652.95	\$39.34	\$6,819.27	\$40.33	\$6,989.76	\$41.33	\$7,164.50	\$42.37	\$7,343.61
12	\$34.78	\$6,028.73	\$35.65	\$6,179.44	\$36.54	\$6,333.93	\$37.46	\$6,492.28	\$38.39	\$6,654.59	\$39.35	\$6,820.95
11	\$32.29	\$5,597.21	\$33.10	\$5,737.14	\$33.93	\$5,880.57	\$34.77	\$6,027.58	\$35.64	\$6,178.27	\$36.53	\$6,332.73
10A	\$30.36	\$5,262.38	\$31.12	\$5,393.94	\$31.90	\$5,528.79	\$32.69	\$5,667.00	\$33.51	\$5,808.68	\$34.35	\$5,953.90
10	\$29.99	\$5,197.92	\$30.74	\$5,327.87	\$31.51	\$5,461.06	\$32.29	\$5,597.59	\$33.10	\$5,737.53	\$33.93	\$5,880.97
9A	\$28.20	\$4,888.16	\$28.91	\$5,010.36	\$29.63	\$5,135.62	\$30.37	\$5,264.01	\$31.13	\$5,395.61	\$31.91	\$5,530.50
9	\$27.84	\$4,825.49	\$28.54	\$4,946.12	\$29.25	\$5,069.78	\$29.98	\$5,196.52	\$30.73	\$5,326.44	\$31.50	\$5,459.60
8A	\$26.19	\$4,539.00	\$26.84	\$4,652.48	\$27.51	\$4,768.79	\$28.20	\$4,888.01	\$28.91	\$5,010.21	\$29.63	\$5,135.46
8	\$25.87	\$4,483.50	\$26.51	\$4,595.58	\$27.18	\$4,710.47	\$27.86	\$4,828.23	\$28.55	\$4,948.94	\$29.27	\$5,072.66
7A	\$24.32	\$4,214.92	\$24.92	\$4,320.29	\$25.55	\$4,428.30	\$26.19	\$4,539.00	\$26.84	\$4,652.48	\$27.51	\$4,768.79
7	\$24.02	\$4,162.99	\$24.62	\$4,267.06	\$25.23	\$4,373.74	\$25.86	\$4,483.08	\$26.51	\$4,595.16	\$27.17	\$4,710.04
6A	\$22.57	\$3,912.32	\$23.14	\$4,010.12	\$23.71	\$4,110.38	\$24.31	\$4,213.14	\$24.91	\$4,318.46	\$25.54	\$4,426.43
6	\$22.30	\$3,865.76	\$22.86	\$3,962.41	\$23.43	\$4,061.47	\$24.02	\$4,163.00	\$24.62	\$4,267.08	\$25.23	\$4,373.75
5A	\$20.96	\$3,632.99	\$21.48	\$3,723.82	\$22.02	\$3,816.91	\$22.57	\$3,912.34	\$23.14	\$4,010.14	\$23.71	\$4,110.40
5	\$20.70	\$3,588.23	\$21.22	\$3,677.93	\$21.75	\$3,769.88	\$22.29	\$3,864.13	\$22.85	\$3,960.73	\$23.42	\$4,059.75
4A	\$19.47	\$3,375.16	\$19.96	\$3,459.53	\$20.46	\$3,546.02	\$20.97	\$3,634.67	\$21.49	\$3,725.54	\$22.03	\$3,818.68
4	\$19.23	\$3,333.97	\$19.72	\$3,417.32	\$20.21	\$3,502.76	\$20.71	\$3,590.32	\$21.23	\$3,680.08	\$21.76	\$3,772.08
3A	\$18.07	\$3,131.64	\$18.52	\$3,209.93	\$18.98	\$3,290.18	\$19.46	\$3,372.44	\$19.94	\$3,456.75	\$20.44	\$3,543.17
3	\$17.86	\$3,095.83	\$18.31	\$3,173.23	\$18.76	\$3,252.56	\$19.23	\$3,333.87	\$19.71	\$3,417.22	\$20.21	\$3,502.65
2A	\$16.80	\$2,911.41	\$17.22	\$2,984.19	\$17.65	\$3,058.80	\$18.09	\$3,135.27	\$18.54	\$3,213.65	\$19.00	\$3,293.99
2	\$16.58	\$2,873.81	\$16.99	\$2,945.65	\$17.42	\$3,019.29	\$17.85	\$3,094.77	\$18.30	\$3,172.14	\$18.76	\$3,251.45
1A	\$15.59	\$2,701.91	\$15.98	\$2,769.46	\$16.38	\$2,838.70	\$16.79	\$2,909.67	\$17.21	\$2,982.41	\$17.64	\$3,056.97
1	\$15.39	\$2,667.89	\$15.78	\$2,734.59	\$16.17	\$2,802.96	\$16.58	\$2,873.03	\$16.99	\$2,944.86	\$17.41	\$3,018.48

Min. Wage:	\$14.49	5.84%
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- CLASS POSITION**
- 10A** Superintendent
- 9A** Utility-Maintenance III
- 7A** Utility-Maintenance II
- 6A** Utility-Maintenance I
- 1A** Maintenance Worker

- CLASS POSITION**
- 10** Clerk-Treasurer
- 7** Accounting Assistant II
- 6** Accounting Assistant I
- 4** Deputy Clerk
- 2** EMS Billing Clerk

SECTION 3. CAPITAL IMPROVEMENTS PLAN.

Pursuant to RCW 82.46.015, the Memorandum Statement is hereby adopted as the Capital Improvements Plan for the fiscal year 2022.

TO: Town Council
FROM: Sarah Clark, Clerk-Treasurer
SUBJECT: RCW 82.46.015 Real Estate Excise Tax (REET) Report

MEMORANDUM STATEMENT
DATE: 12/6/2021

PURPOSE: In accordance with RCW 82.46.015, information on Real Estate Excise Tax (REET) usage must be included as part of its regular public budget process and identify the capital projects funded in whole or in part by this tax in order to qualify to use these revenues for maintenance of capital projects in the 2022. Use of this tax is in addition to other funds that may be reasonably available for such projects.

BACKGROUND: The Town imposes REET at a rate of one-quarter of one percent of the selling price of any property within its corporate limits. These revenues are reported in Capital Projects Fund 301 and may be used for any capital purpose identified in a capital improvements plan or local capital improvements, but not more than the greater of \$100,000 or 25% of the available funds per year.

Capital projects may include, but are not limited to construction, reconstruction, repair, or renewal of streets, sidewalks, utilities, parks, playgrounds, museums, cultural centers, and art buildings; and landscaping work, such as planting, laying out, cultivating, maintaining, and renewing trees and shrubbery. The term "maintenance" refers to the use of funds for labor and materials that preserve a capital project, prevent its decline, or extend its useful life, and does not include labor or material costs for routine operations of such project.

REPORT: This report includes (1) capital project needs; (2) the available public funding sources to fund those projects; (3) how revenues were used during the previous two-year period; and (4) the percentage of capital projects funded by REET revenues as compared to all other sources of capital funding.

1.	<u>CAPITAL PROJECTS</u>	<u>2022 Budgeted</u>	<u>2023 Estimated</u>	<u>2022-2023 Total</u>
	Facilities	\$130,013	\$0	\$130,013
	Utilities	\$825,000	\$0	\$825,000
	Transportation	\$349,900	\$0	\$349,900
	Recreation	\$361,122	\$711,000	\$1,072,122
	Total:	\$1,666,034	\$711,000	\$2,377,034
2.	<u>PRELIMINARY REVENUE SOURCES</u>	<u>2022 Budgeted</u>	<u>2023 Estimated</u>	<u>2022-2023 Total</u>
	REET Revenues	\$67,500	\$45,000	\$112,500
	Timber Harvest Revenues	\$473,622	\$166,000	\$639,622
	Street Tax Revenues	\$21,600	\$0	\$21,600
	General Fund Taxes	\$70,013	\$0	\$70,013
	Water Revenues	\$800,000	\$0	\$800,000
	Sewer Revenues	\$25,000	\$0	\$25,000
	Grants	\$208,300	\$500,000	\$708,300
	Total:	\$1,666,034	\$711,000	\$2,377,034

3.	REET USAGE - BY PROJECT	2020 Actual	2021 Projected	2020-2021 Total
	Town Dock	\$0.00	\$34,337.21	\$34,337.21
	Erickson Park	\$3,449.66	\$5,564.78	\$9,014.44
	Waterfront Park	\$0.00	\$0.00	\$0.00
	Park Signage	\$0.00	\$0.00	\$0.00
	Butler Lot	\$0.00	\$0.00	\$0.00
	Total:	\$3,449.66	\$39,901.99	\$43,351.65

4.	TOTALS	2022	2023	22-23 Total
	Total Capital Projects:	\$1,666,034	\$711,000	\$2,377,034
	Other Revenue Sources:	\$1,598,534	\$666,000	\$2,264,534
	REET Revenue Use:	\$67,500	\$45,000	\$112,500
	% of REET Total to Cost:	4.05%	6.33%	4.73%
	% of Other Rev. Sources:	95.95%	93.67%	95.27%

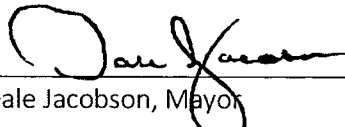
SECTION 4. SEVERABILITY.

The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances shall be unaffected.

THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT AS OF JANUARY 1, 2022.

Passed first reading: December 6, 2021. Passed second reading, third and final reading: December 20, 2021. DULY PASSED AND ADOPTED in regular meeting this the 20th day of December, 2021.

TOWN OF CATHLAMET:


 Dale Jacobson, Mayor

APPROVED AS TO FORM:


 Fred Johnson, Town Attorney

ATTEST:


 Sarah Clark, Clerk-Treasurer