

ORDINANCE NO. 2021-1591

**AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF CHELAN, WASHINGTON, ADOPTING A
FINAL BUDGET PURSUANT TO RCW 35.A.33.075
FOR THE FISCAL YEAR COMMENCING
JANUARY 1, 2022 AND ESTABLISHING AN
EFFECTIVE DATE**

WHEREAS, on or before the first business day in the third month prior to the beginning of the fiscal year of 2022, the Finance Director submitted to the Mayor the estimates of revenues and expenditures for the next fiscal year as required by law; and

WHEREAS, the Mayor reviewed the estimates and made such revisions and/or additions as deemed advisable and prior to sixty days before January 1, 2022, filed said revised preliminary budget with the Finance Director and the City Council together with his budget message, and his recommendation for the final budget; and

WHEREAS, the Finance Director provided sufficient copies of such preliminary budget and budget message to meet the reasonable demands of taxpayers and published and posted notice of the availability of the preliminary budget, together with the date of a public hearing for the purpose of fixing the final budget, all as required by law; and

WHEREAS, the City Council scheduled hearings on the preliminary budget for the purpose of providing information regarding estimates and programs, at which hearings all taxpayers were heard who appeared for or against any part of said budget; and

WHEREAS, following conclusion of said hearings, the City Council made such changes as it deemed necessary and proper; and

WHEREAS, the City Council met on December 14th, 2021 for the purpose of fixing a final budget; now, therefore,

THE CITY COUNCIL OF THE CITY OF CHELAN, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The final budget for the fiscal year 2022, a copy of which is on file with the office of the Finance Director, by this reference is hereby incorporated herein as if set forth in full and such final budget shall be and the same is hereby adopted in full.

Section 2. Pursuant to RCW 35A.33.075, a summary of the totals of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined are set forth on Exhibit "A" which is attached hereto and incorporated herein by this

reference.

Section 3. A salary schedule for all full time employees is attached hereto as Exhibit "B" and incorporated herein by this reference.

Section 4. A salary schedule for all part time/seasonal employees is attached hereto as Exhibit "C" and incorporated herein by this reference.

Section 5. A complete copy of the final budget for 2022 shall be transmitted by the Finance Director to the division of municipal corporations of the office of the State Auditor, and the Association of Washington Cities pursuant to RCW 35A.33.075.

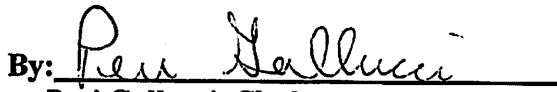
Section 6. This Ordinance, being an Ordinance appropriating money, is exempt from the requirements of RCW 35A.11.090 and shall take effect five (5) days after passage and publication of the Ordinance or a summary thereof consisting of the title.

PASSED by the City Council of the City of Chelan, Washington, this 14th Day of December, 2021.

APPROVED:

By: 
Bob Goedde, Mayor

ATTEST:

By: 
Peri Gallucci, Clerk

APPROVED AS TO FORM:

By: 
Quentin Batjer, City Attorney

FILED WITH THE CITY CLERK: December 10, 2021
PASSED BY THE CITY COUNCIL: December 14, 2021
PUBLISHED: December 22, 2021
EFFECTIVE DATE: January 1, 2022
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EXHIBIT "A"
CITY OF CHELAN
2022 BUDGET

| Fund # | Fund Name/Type | Beginning Cash | Revenues | Transfers In | Expenditures | Transfers Out | Ending Cash |
|--------|-------------------------------|---------------------|---------------------|--------------------|---------------------|--------------------|---------------------|
| 001 | General (Current Expense) | \$3,597,517 | \$4,896,392 | | \$4,703,543 | \$1,106,827 | \$2,683,539 |
| | <u>Special Revenue Funds</u> | | | | | | |
| 101 | Street | \$945,196 | \$1,357,639 | | \$1,000,502 | \$772,932 | \$529,401 |
| 103 | Stadium (Tourism Promotion) | \$3,711,967 | \$1,755,000 | | \$836,350 | \$307,667 | \$4,322,950 |
| 105 | Housing | \$184,485 | \$15,000 | \$20,000 | \$219,485 | | \$0 |
| 110 | Recreation | \$1,310,215 | \$3,452,544 | \$80,000 | \$3,492,161 | \$155,000 | \$1,195,598 |
| | <u>Debt Service Funds</u> | | | | | | |
| 201 | Councilmanic | \$2,826 | | \$306,325 | \$306,325 | | \$2,826 |
| | <u>Capital Projects Funds</u> | | | | | | |
| 301 | Capital Improvement | \$2,200,473 | \$1,023,500 | \$106,900 | \$484,750 | \$1,808,899 | \$1,037,224 |
| 302 | Street Projects | \$906,490 | \$3,000 | \$1,560,000 | \$1,570,000 | | \$899,490 |
| 310 | Parks & Rec Capital Improve | \$61,986 | \$501,500 | \$2,835,241 | \$3,393,266 | | \$5,461 |
| | <u>Enterprise Funds</u> | | | | | | |
| 400 | Sewer | \$1,593,017 | \$2,983,209 | | \$1,623,378 | \$1,117,449 | \$1,835,399 |
| 401 | Water | \$1,416,033 | \$3,170,732 | | \$1,957,704 | \$829,927 | \$1,799,134 |
| 403 | Sanitation | \$518,824 | \$1,744,026 | | \$1,519,194 | \$130,777 | \$612,879 |
| 402 | Water/Sewer Debt Redemption | \$895 | | \$742,232 | \$742,233 | | \$894 |
| 406 | Water Capital | \$3,500,030 | \$497,000 | \$740,000 | \$2,592,443 | \$673,791 | \$1,470,796 |
| 407 | Sewer Capital | \$2,226,916 | \$546,264 | \$1,025,000 | \$562,175 | \$968,442 | \$2,267,563 |
| | <u>Internal Service Funds</u> | | | | | | |
| 502 | Equipment Replacement | \$1,311,519 | \$635,150 | \$456,011 | \$699,452 | | \$1,703,228 |
| | Total Budget | \$23,488,389 | \$22,580,956 | \$7,871,711 | \$25,702,961 | \$7,871,711 | \$20,366,384 |

EXHIBIT "B"
CITY OF CHELAN

2022 SALARY SCHEDULE ELECTED/FULL TIME POSITIONS

| ELECTED OFFICIALS | | |
|--|--------------|---|
| Mayor | | + \$25 per meeting (excluding council \$1,680 meetings) up to 3 per month |
| Councilmembers (7) | | \$400 Base \$400 per mth + \$50 per meeting/ maximum of 3 meetings per month |
| ADMINISTRATION AND FINANCE | Grade | Monthly Salary Range |
| City Administrator | 39 NR | \$11,106 - \$13,500 |
| City Clerk | 29 NR | \$6,818 - \$8,288 |
| Deputy City Clerk/ Admin Asst | 23 | \$5,067 - \$6,159 |
| Office Assistant | 19 | \$4,169 - \$5,067 |
| Finance Director | 34 NR | \$8,702 - \$10,578 |
| Sr. Accountant/Business Manager | 28 NR | \$6,494 - \$7,893 |
| Receptionist/Clerical Assistant | 17 | \$3,781 - \$4,596 |
| Accounting Assistant I | 18 | \$3,970 - \$4,826 |
| Accounting Assistant II | 20 | \$4,377 - \$5,320 |
| Accounting Assistant III | 23 | \$5,067 - \$6,159 |
| BUILDING/PLANNING | | |
| Community Development Director | 34 NR | \$8,702 - \$10,578 |
| City Engineer (15%) | 31 NR | \$7,517 - \$9,137 |
| Associate Planner (2) | 26 | \$5,866 - \$7,130 (1) Vacant |
| Office Assistant | 19 | \$4,169 - \$5,067 |
| Building Official | 32 NR | \$7,860 - \$9,554 |
| Building Inspector I | 23 | \$5,088 - \$6,184 |
| Permit Coordinator | 23 | \$5,088 - \$6,184 |
| Community Development Officer | 23 | \$5,088 - \$6,184 |
| PUBLIC WORKS | | |
| Public Works Director | 34 NR | \$8,702 - \$10,578 |
| Assistant Public Works Director | 28 NR | \$6,494 - \$7,893 |
| Development Project Manager | 28 | \$6,467 - \$7,860 |
| City Engineer (85%) | 31 NR | \$7,517 - \$9,137 |
| Engineering Tech | 22 | \$4,826 - \$5,866 |
| Administrative Assistant | 20 | \$4,377 - \$5,320 |
| Public Works Street Crew Foreman | 24 | \$5,320 - \$6,467 |
| Public Works Utility Crew Foreman | 24 | \$5,320 - \$6,467 |
| Assistant Public Works Crew Foreman | 22 | \$4,826 - \$5,866 |
| Utility Worker (4) | 20 | \$4,168 - \$5,006 |
| WWTP Lead Operator | 25 | \$5,586 - \$6,790 |
| Assistant WWTP Operator (2) | 23 | \$5,067 - \$6,159 |
| Utility Worker/Meter Reader | 20 | \$4,377 - \$5,320 |
| WTP Operator | 23 | \$5,067 - \$6,159 |
| Assistant WWTP Operator | 23 | \$5,067 - \$6,159 |
| Pump Technician | 22 | \$4,826 - \$5,866 |
| Recycling Utility Worker (2) | 20 | \$4,377 - \$5,320 |
| Sanitation Truck Driver (2) | 20 | \$4,377 - \$5,320 |
| Shop Supervisor/Mechanic | 23 | \$5,067 - \$6,159 |
| Assistant Mechanic | 21 | \$4,596 - \$5,586 Vacant |
| PARKS AND RECREATION | | |
| Parks & Recreation Director | 33 NR | \$8,288 - \$10,074 |
| Recreation & Facilities Supervisor | 25 | \$5,586 - \$6,790 |
| Recreation Assistant/IT Specialist | 21 | \$4,598 - \$5,586 |
| Golf Pro/Manager | 25 | \$5,586 - \$6,790 |
| Assistant Golf Professional/Parks Maint Worker | 21 | \$4,598 - \$5,586 |
| Golf Maintenance Supervisor | 25 | \$5,586 - \$6,790 |
| Golf Course Mechanic | 21 | \$4,598 - \$5,586 |
| Parks Maintenance Foreman | 25 | \$5,586 - \$6,790 |
| Parks Maintenance Worker (2) | 20 | \$4,168 - \$5,006 (1) Vacant |
| Custodian | 18 | \$3,970 - \$4,826 |

FTEs = 57 PTEs = 3 Vacant = 3 Elected = 8

Per union contract, employees working out of class receive a one (1) grade increase

NR denotes non-represented employees

**2022 SALARY SCHEDULE
PART TIME/SEASONAL**

EXHIBIT "C"

| | Hourly Wage or Range | Maximum Annual Hours | | Hourly Wage or Range | Maximum Annual Hours |
|-----------------------------|----------------------------|----------------------------|--------------------------------------|----------------------------|----------------------------|
| PARKS AND RECREATION | | | PARKS AND RECREATION | | |
| Grounds Maintenance 2 | \$15.00 - \$19.25 | 1560 | Youth Coordinator | \$15.50 - \$17.00 | 780 |
| Mower Maintenance | \$15.00 - \$17.50 | 992 | TOTAL RECREATION | | 780 |
| Grounds Maintenance 1 | \$15.00 - \$17.00 | 1400 | Office Worker 1 | \$15.00 - \$17.00 | 1400 |
| Grounds Maintenance 1 | \$15.00 - \$18.00 | 1040 | Office Worker 2 | \$15.00 - \$17.00 | 1056 |
| Facilities Maintenance #1 | \$15.00 - \$18.00 | 1040 | Office Worker 3 | \$15.00 - \$17.00 | 960 |
| Facilities Maintenance #3 | \$15.00 - \$18.00 | 1040 | Office Worker 4 | \$15.00 - \$17.00 | 600 |
| Parking Enforcement #1 | \$16.00 - \$18.50 | 920 | Custodian/Lead Cart | \$15.00 - \$17.00 | 1400 |
| Parking Enforcement #2 | \$16.00 - \$18.00 | 760 | Cart Attendant | \$14.00 | 700 |
| Security 1 | \$16.00 - \$18.00 | 760 | Cart Attendant | \$14.00 | 800 |
| Landscape Maintenance 2 | \$15.00 - \$17.50 | 1120 | TOTAL GOLF GENERAL OPERATIONS | | 6916 |
| Landscape Maintenance 2 | \$15.00 - \$17.00 | 1240 | Assistant Superintendent | \$16.00 - \$19.00 | 1480 |
| Landscape Downtown | \$14.50 - \$16.00 | 760 | Equipment Operator 2 | \$15.75 - \$18.50 | 1320 |
| Landscape Downtown | \$14.50 - \$18.00 | 680 | Equipment Operator 2 | \$15.75 - \$18.50 | 1320 |
| TOTAL GENERAL PARKS | | 13312 | Equipment Operator 1 | \$15.50 - \$18.00 | 1240 |
| Grounds Maintenance 2 | \$15.00 - \$20.00 | 1560 | Greenskeeper 3 | \$15.25 - \$17.50 | 1240 |
| Grounds Maintenance 1 | \$15.00 - \$20.00 | 1560 | Greenskeeper 3 | \$15.00 - \$17.50 | 620 |
| Facilities Maintenance #2 | \$15.00 - \$18.00 | 1040 | Greenskeeper 2 | \$15.00 - \$16.00 | 620 |
| Facilities Maintenance #4 | \$15.00 - \$18.00 | 1400 | Greenskeeper 2 | \$15.00 - \$16.00 | 620 |
| RV Office Clerk #1 | \$15.00 - \$16.00 | 840 | Greenskeeper 2 | \$15.00 - \$16.00 | 620 |
| RV Office Clerk #2 | \$15.00 - \$16.00 | 840 | TOTAL GOLF MAINTENANCE | | 9080 |
| RV Office Clerk #3 | \$15.00 - \$16.00 | 640 | | | |
| Office Lead | \$18.00 - \$18.50 | 1560 | | | |
| Security 2 | \$16.00 - \$17.50 | 920 | | | |
| TOTAL R.V. PARK | | 10360 | | | |
| Greens Maintenance | \$15.50 - \$16.25 | 1400 | | | |
| Office Clerk 1 | \$15.50 - \$16.50 | 840 | | | |
| Office Clerk 2 | \$15.50 - \$16.50 | 840 | | | |
| Office Clerk 3 | \$14.25 - \$16.00 | 840 | | | |
| Office Clerk 4 | \$14.25 - \$15.75 | 544 | | | |
| Office Clerk 5 | \$14.25 - \$15.50 | 448 | | | |
| Office Clerk 6 | \$14.25 - \$15.50 | 192 | | | |
| TOTAL PUTTING COURSE | | 5104 | | | |
| Attendant 1 | \$15.00 - \$16.50 | 760 | | | |
| Attendant 2 | \$15.00 - \$16.00 | 680 | | | |
| Attendant 3 | \$14.50 - \$15.50 | 480 | | | |
| TOTAL MARINA | | 1920 | | | |

Departments may adjust total hours worked to provide for staff shortages/additional coverage and may split positions, provided there is no increase in total wages/benefits expended or hours worked and adjustments are authorized by the City Administrator.

Intermittent Employees-Departments may hire Intermittent employees with authorization from the City Administrator with a wage range of \$13.50 - \$30 per hour. Total Intermittent expenditures shall not exceed \$10,000 (all departments combined).

Temporary Employees-Departments may hire temporary employees provided positions have been authorized by council and there are sufficient budgeted funds. Temporary position expenses may not exceed its amount budgeted unless approved by the City Administrator.