



## **ORDINANCE NO. 2020-620**

AN ORDINANCE OF THE CITY OF NEWCASTLE, WASHINGTON, ADOPTING THE CITY OF NEWCASTLE 2021 OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021; SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND EXPENDITURES FOR EACH SEPARATE FUND AND THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED; ESTABLISHING THE 2021 SALARY SCHEDULE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, state law requires the City to adopt a budget and provide procedures for the filing of a budget, deliberations, public hearings and final adoption of the budget; and

WHEREAS, a preliminary proposed budget for 2021 was prepared and filed with the City Council, and said preliminary budget included estimates of the amount of monies required to meet public expenses and the expenses of the City for the fiscal year ending December 31, 2021; and

WHEREAS, the City Council held a public hearing on October 20, 2020, after providing due notice, for the purpose of considering the preliminary 2021 budget, and to give the public an opportunity to be heard on the preliminary 2021 budget; and

WHEREAS, on November 3, 2020, the City Council held a public hearing, after providing due notice, for the purpose of considering revenue sources for the 2021 budget, and to give the public an opportunity to be heard on said revenue sources; and

WHEREAS, on November 3, 2020, the City Council approved Resolution 2020-841, making a finding of substantial need for purposes of setting the limit factor for property tax levy for the fiscal year 2021 to one percent; and

WHEREAS, on November 3, 2020, the City Council adopted Ordinance 2020-619, which set the 2021 property tax levy; and

WHEREAS, the City Council held a final public hearing on the budget on November 3, 2020, after providing due notice, for the purpose of considering the 2021 preliminary budget, and to give the public an opportunity to be heard on the preliminary 2021 budget; and

WHEREAS, the City Council held public meetings on October 20, October 22, November 3, November 10, November 17, and December 1 to review and consider the proposed 2021 budget; and

WHEREAS, the proposed 2021 budget does not exceed the lawful limit of taxation allowed by law to be levied on property within the City of Newcastle for the purposes and estimated expenditures set forth necessary to provide for the services and needs of the City of Newcastle for the calendar year of 2021;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF NEWCASTLE, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:**

**Section 1. Adoption of 2021 Budget.** Pursuant to RCW 35A.33.075, the City Council hereby adopts, ratifies, and approves the preliminary City of Newcastle 2021 Operating and Capital Budget, as updated and amended by motions of the City Council at the October 20, October 22, November 3, November 10, November 17, and December 1, 2020, public meetings, as the final annual budget for the fiscal year ending December 31, 2021. A copy of the final budget, as adopted herein, shall be made available to the public on the City’s website when available.

**Section 2. 2021 Budget Revenues & Appropriations.** Estimated resources including fund balances for each separate fund of the City of Newcastle for the fiscal year ending December 31, 2021, are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the Fiscal Year 2021, as set forth in the City of Newcastle 2021 Operating and Capital Budget:

	<b>2021 Revenue</b>	<b>2021 Expenditure Appropriation</b>	<b>2021 Beginning Fund Balance</b>	<b>2021 Ending Fund Balance</b>
General Fund	\$10,205,455	\$12,033,325	\$4,878,190	\$3,050,320
Street Fund	763,185	763,185	255,810	255,810
Cumulative Reserve Fund	1,501,500	-	10,560	1,512,060
Debt Service Fund	527,450	527,450	132,550	132,550
Transportation Capital Fund	2,003,140	1,714,265	673,680	962,555
Parks Capital Fund	1,846,930	1,605,445	1,086,335	1,327,820
Real Estate Excise Tax Fund	1,204,060	1,497,700	3,235,800	2,942,160
Surface Water Fund	1,918,180	1,767,460	1,310,130	1,460,850
Equipment Rental Fund	100,540	110,500	417,355	407,395
Facilities Fund	960,520	908,975	232,280	283,825
<b>Total</b>	<b>\$21,030,960</b>	<b>\$20,928,305</b>	<b>\$12,232,690</b>	<b>\$12,335,345</b>

**Section 3. Updated Salary Schedule .** The summary of the City’s salary schedule, attached as Exhibit A and incorporated by reference as if set forth in full, is hereby approved.

**Section 4. City Clerk Directed.** The City Manager or designee is directed to transmit a certified copy of the budget hereby adopted to the State Auditor’s Office and to the Association of Washington Cities.

**Section 5. Severability.** Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by State or Federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

**Section 6. Effective Date.** This Ordinance shall be published in the City's newspaper of record, and shall take effect and be in full force five (5) days after the date of publication.


**ADOPTED BY THE CITY COUNCIL OF THE CITY OF NEWCASTLE, WASHINGTON,** at a public meeting held on Tuesday, December 15, 2020.



---

Linda Newing, Mayor

**APPROVED AS TO FORM**



---

Dawn F. Reitan, City Attorney

**ATTEST**



---

Paul J. White, City Clerk

Adopted: December 15, 2020

Published: December 18, 2020

Effective: December 23, 2020

ORDINANCE NO. 2020-620

EXHIBIT A

CITY OF NEWCASTLE SALARY SCHEDULE

## 2021 Salary Schedule

Position Title	Funded FTEs	Minimum	Maximum
<b>Executive</b>			
Mayor			\$ 7,200
Councilmember			\$ 6,000
City Manager (1)	1.00		-
Human Resources/Risk Management Director	1.00	\$ 101,000	\$ 131,300
City Clerk	1.00	\$ 84,382	\$ 106,733
Community Engagement Coordinator	1.00	\$ 72,720	\$ 91,910
Totals:	<u>4.00</u>		
<b>Adminstration</b>			
Finance Director	1.00	\$ 116,499	\$ 149,670
Senior Accountant	1.00	\$ 77,553	\$ 99,879
Accounting Technician (3)	1.00	\$ 61,956	\$ 79,635
Accounting Analyst	1.00	\$ 63,154	\$ 81,762
Administrative Assistant/Receptionist	1.00	\$ 49,010	\$ 67,460
Totals:	<u>5.00</u>		
<b>Community Development</b>			
Community Development Director	1.00	\$ 114,369	\$ 146,984
Senior Development Review Engineer (2)		\$ 82,933	\$ 106,418
Building Official (2)		\$ 87,486	\$ 111,018
Senior Planner	1.00	\$ 79,851	\$ 102,181
Associate Planner	1.00	\$ 65,913	\$ 83,178
Building Inspector/Code Enforcement	1.00	\$ 65,227	\$ 82,359
Development Permit Coordinator	1.00	\$ 58,535	\$ 75,686
Assistant Planner	1.00	\$ 62,076	\$ 79,399
Totals:	<u>6.00</u>		
<b>Public Works</b>			
Public Works Director	1.00	\$ 123,155	\$ 156,780
Assistant City Engineer	1.00	\$ 84,217	\$ 108,033
Surface Water Program Manager	1.00	\$ 77,790	\$ 101,263
Project Planner (2)		\$ 77,467	\$ 99,302
Public Works & SWM Inspector	1.00	\$ 67,857	\$ 85,612
Surface Water Specialist	1.00	\$ 67,857	\$ 85,612
Infrastructure Maintenance Manager	1.00	\$ 79,478	\$ 103,700
Maintenance Technician	3.00	\$ 53,103	\$ 69,287
Maintenance Technician - Stormwater	2.00	\$ 53,103	\$ 69,287
Totals:	<u>11.00</u>		
<b>Total FTEs</b>	<b>26.00</b>		

**Notes**

(1) Per Contract

(2) Unfunded

(3) Mid-Year Hire

Employees at the top of the range may receive a lump sum.

Salary ranges include a 1% COLA adjustment from 2020

Updated: 12/2020



### **CERTIFICATION OF ORDINANCE 2020-620**

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Newcastle, King County, Washington, (the "City"), and as such official I am the keeper of the records and files of the City and of the City Council of the City (the "Council").

I do further certify that the attached document constitutes a full, true and complete copy of Ordinance 2020-620 (the "Ordinance"), entitled:

#### ORDINANCE 2020-620

AN ORDINANCE OF THE CITY OF NEWCASTLE, WASHINGTON, ADOPTING THE CITY OF NEWCASTLE 2021 OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021; SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED REVENUES AND EXPENDITURES FOR EACH SEPARATE FUND AND THE AGGREGATE TOTALS FOR ALL SUCH FUNDS COMBINED; ESTABLISHING THE 2021 SALARY SCHEDULE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

The Ordinance was adopted by the City Council of the City of Newcastle on December 15, 2020, by a vote of 4-3. The title of this Ordinance was published in the City's newspaper of record on December 18, 2020, and the effective date of the Ordinance is December 23, 2020.

I do further certify that the deliberations of the Council on the adoption of the Ordinance were held openly and that the vote on adoption of the Ordinance was taken openly and in accordance with state law. Such meeting was held at a specified place and time convenient to the public, notice of such meeting was given, and such meeting was called and held in strict compliance with the provisions of the open meetings laws of the State of Washington, as amended, and that the Council has complied with all applicable provisions of open meetings laws and procedural rules in the adoption of the Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature this 18th day of December, 2020.

---

Paul J. White  
City Clerk  
City of Newcastle  
King County, Washington