

ORDINANCE NO. 2020-1584

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, 2021 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 2021, 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, 2021, 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 15th, 2020 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 2021, 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 2021 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 15th Day of December, 2020.

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 11, 2020
PASSED BY THE CITY COUNCIL: December 15, 2020
PUBLISHED: December 23, 2020
EFFECTIVE DATE: January 14, 2021
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EXHIBIT "A"
CITY OF CHELAN
2021 BUDGET

Fund #	Fund Name/Type	Beginning Cash	Revenues	Transfers In	Expenditures	Transfers Out	Ending Cash
001	General (Current Expense)	\$1,756,000	\$4,500,042		\$4,472,348	\$31,778	\$1,751,916
<u>Special Revenue Funds</u>							
101	Street	\$469,000	\$1,333,779		\$897,011	\$135,394	\$770,374
103	Stadium (Tourism Promotion)	\$1,931,815	\$1,231,183		\$860,999	\$319,620	\$1,982,379
105	Housing	\$189,927	\$21,000	\$20,000	\$230,927		\$0
110	Recreation	\$754,000	\$3,046,604	\$80,000	\$3,122,037		\$758,567
<u>Debt Service Funds</u>							
201	Councilmanic	\$2,049		\$306,237	\$306,237		\$2,049
<u>Capital Projects Funds</u>							
301	Capital Improvement	\$1,406,159	\$475,000	\$6,900	\$117,172	\$328,918	\$1,441,969
302	Street Projects	\$917,179	\$340,000	\$425,000	\$1,093,000		\$589,179
310	Parks & Rec Capital Improve	\$420,623	\$12,000	\$158,250	\$490,250		\$100,623
<u>Enterprise Funds</u>							
400	Sewer	\$1,429,821	\$2,797,500		\$1,501,821	\$1,551,930	\$1,173,570
401	Water	\$878,000	\$2,883,000		\$1,806,914	\$854,432	\$1,099,654
403	Sanitation	\$235,000	\$1,701,000		\$1,460,041	\$83,509	\$392,450
402	Water/Sewer Debt Redemption	\$996		\$998,527	\$998,527		\$996
406	Water Capital	\$3,495,623	\$405,000	\$805,000	\$1,836,495	\$644,484	\$2,224,644
407	Sewer Capital	\$3,425,197	\$487,394	\$1,500,000	\$3,090,884	\$736,068	\$1,585,639
<u>Internal Service Funds</u>							
502	Equipment Replacement	\$993,252	\$358,500	\$409,551	\$475,781	\$23,333	\$1,262,189
Total Budget		\$18,304,641	\$19,592,002	\$4,709,466	\$22,760,444	\$4,709,466	\$15,136,198

EXHIBIT "B"
CITY OF CHELAN
2021 SALARY SCHEDULE ELECTED/FULL TIME POSITIONS

ELECTED OFFICIALS		
Mayor		+ \$25 per meeting (excluding council meetings) up to 3 per month
Councilmembers (7)		\$1,680 Base \$400 per mth + \$50 per meeting/ maximum of 3 meetings per month

ADMINISTRATION AND FINANCE	Grade	Monthly Salary Range
City Administrator	39 NR	\$10,160 - \$12,290
City Clerk/Administrative Assistant	28 NR	\$6,053 - \$7,298
Deputy City Clerk	23	\$4,782 - \$5,754
Finance Director	33 NR	\$7,649 - \$9,240
Sr. Accountant/Business Manager	26 NR	\$5,516 - \$6,645
Receptionist/Clerical Assistant	17	\$3,636 - \$4,362
Accounting Assistant I	18	\$3,806 - \$4,567
Accounting Assistant II	20	\$4,168 - \$5,008
Accounting Assistant III (1)	23	\$4,782 - \$5,754
BUILDING/PLANNING		
Community Development Director	33 NR	\$7,649 - \$9,240
City Engineer (15%)	31 NR	\$6,964 - \$8,406 Vacant
Associate Planner (2)	26	\$5,495 - \$6,619
Office Assistant	19	\$3,982 - \$4,782
Building Official-Fire Marshall	31 NR	\$6,964 - \$8,406
Building Inspector	22	\$4,567 - \$5,495 Vacant
Permit Coordinator	22	\$4,567 - \$5,495
Community Development Officer/Code Enforcemer	23	\$4,782 - \$5,754
PUBLIC WORKS		
Public Works Director	33 NR	\$7,649 - \$9,240
Assistant Public Works Director	27 NR	\$5,777 - \$6,964
Development Project Manager	28	\$6,029 - \$7,269
City Engineer (85%)	31 NR	\$6,964 - \$8,406
Engineering Tech	21	\$4,362 - \$5,244
Administrative Assistant	20	\$4,168 - \$5,008
Street Lead Person	22	\$4,567 - \$5,495
Public Works Crew Foreman	22	\$4,567 - \$5,495
Assistant Public Works Crew Foreman	21	\$4,362 - \$5,244
Utility Worker (4)	20	\$4,168 - \$5,008
Water Treatment Plant Operator	23	\$4,782 - \$5,754
Assistant WaterTreatment Plant Operator (2)	22	\$4,567 - \$5,495
Utility Worker/Meter Reader	20	\$4,168 - \$5,008
Sewer Treatment Plant Operator	23	\$4,782 - \$5,754
Assistant Sewer Treatment Plant Operator	22	\$4,567 - \$5,495
Pump Technician	21	\$4,362 - \$5,244
Recycling Utility Worker (2)	20	\$4,168 - \$5,008
Sanitation Truck Driver (2)	20	\$4,168 - \$5,008
Shop Supervisor/Mechanic	22	\$4,567 - \$5,495 Vacant
PARKS AND RECREATION		
Parks & Recreation Director	32 NR	\$7,298 - \$8,814
Recreation & Facilities Supervisor	25	\$5,244 - \$6,317
Recreation Assistant/IT Specialist	21	\$4,362 - \$5,244
Golf Pro/Manager	25	\$5,244 - \$6,317
Assistant Golf Professional (9 months)	15	\$3,324 - \$3,982
Assistant Golf Professional (3 months)	17	\$3,636 - \$4,362
Golf Maintenance Supervisor	25	\$5,244 - \$6,317
Mechanic	21	\$4,362 - \$5,244
Parks Maintenance Foreman	25	\$5,244 - \$6,317
Parks Maintenance Worker	20	\$4,168 - \$5,008
Custodian	17	\$3,636 - \$4,362

FTEs = 50 PTEs = 0

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

NR denotes non-represented employees

UNION 2021 MATRIX 2.15% COLA UNION

GRADE	1.0215				
	A	B	C	D	E
15	3,324	3,478	3,636	3,806	3,982
16	3,478	3,636	3,806	3,982	4,168
17	3,636	3,806	3,982	4,168	4,362
18	3,806	3,982	4,168	4,362	4,567
19	3,982	4,168	4,362	4,567	4,782
20	4,168	4,362	4,567	4,782	5,008
21	4,362	4,567	4,782	5,008	5,244
22	4,567	4,782	5,008	5,244	5,495
23	4,782	5,008	5,244	5,495	5,754
24	5,008	5,244	5,495	5,754	6,029
25	5,244	5,495	5,754	6,029	6,317
26	5,495	5,754	6,029	6,317	6,619
27	5,754	6,029	6,317	6,619	6,936
28	6,029	6,317	6,619	6,936	7,269
29	6,317	6,619	6,936	7,269	7,619
30	6,619	6,936	7,269	7,619	7,987
31	6,936	7,269	7,619	7,987	8,373
32	7,269	7,619	7,987	8,373	8,779
33	7,619	7,987	8,373	8,779	9,204
34	7,987	8,373	8,779	9,204	9,650
35	8,373	8,779	9,204	9,650	10,120
36	8,779	9,204	9,650	10,120	10,612
37	9,204	9,650	10,120	10,612	11,129
38	9,650	10,120	10,612	11,129	11,672
39	10,120	10,612	11,129	11,672	12,242
40	10,612	11,129	11,672	12,242	12,840

2021 MATRIX 2.15% COLA Non-Represented

GRADE	2021 MATRIX 2.15% COLA Non-Represented				
	A	B	C	D	E
15	3338	3491	3651	3821	3997
16	3491	3651	3821	3997	4184
17	3651	3821	3997	4184	4379
18	3821	3997	4184	4379	4585
19	3997	4184	4379	4585	4801
20	4184	4379	4585	4801	5028
21	4379	4585	4801	5028	5265
22	4585	4801	5028	5265	5516
23	4801	5028	5265	5516	5777
24	5028	5265	5516	5777	6053
25	5265	5516	5777	6053	6342
26	5516	5777	6053	6342	6645
27	5777	6053	6342	6645	6964
28	6053	6342	6645	6964	7298
29	6342	6645	6964	7298	7649
30	6645	6964	7298	7649	8019
31	6964	7298	7649	8019	8406
32	7298	7649	8019	8406	8814
33	7649	8019	8406	8814	9240
34	8019	8406	8814	9240	9688
35	8406	8814	9240	9688	10160
36	8814	9240	9688	10160	10653
37	9240	9688	10160	10653	11172
38	9688	10160	10653	11172	11718
39	10160	10653	11172	11718	12290
40	10653	11172	11718	12290	12890

**2021 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	\$13.50 - \$17.00	1560	Youth Coordinator	\$14.00 - \$16.00	780
Mower Maintenance	\$13.50 - \$16.50	960	TOTAL RECREATION		780
Grounds Maintenance 1	\$13.50 - \$15.00	1200			
Grounds Maintenance 1	\$13.50 - \$14.50	680	Office Worker 1	\$14.00 - \$14.25	1400
Facilities Maintenance #1	\$13.50 - \$15.50	1000	Office Worker 2	\$13.50 - \$15.25	1056
Facilities Maintenance #3	\$13.50 - \$15.50	960	Office Worker 3	\$13.50 - \$15.25	960
Parking Enforcement #1	\$13.50 - \$18.00	840	Office Worker 4	\$13.50 - \$14.00	600
Security 1	\$13.50 - \$16.00	960	Custodian/Lead Cart	\$13.50 - \$16.00	1400
Landscape Maintenance 2	\$13.50 - \$16.00	1320	Cart Attendant	\$13.50 - \$14.75	700
Landscape Maintenance 2	\$13.50 - \$16.00	1320	Cart Attendant	\$13.50 - \$15.75	800
Landscape Downtown	\$13.50 - \$14.50	520	TOTAL GOLF GENERAL OPERATIONS		6916
Landscape Downtown	\$13.50 - \$14.50	520			
TOTAL GENERAL PARKS		11840	Assistant Superintendent	\$14.50 - \$16.75	1480
			Equipment Operator 2	\$14.50 - \$15.25	1320
Grounds Maintenance 2	\$13.50 - \$18.00	1560	Equipment Operator 2	\$14.50 - \$14.75	1320
Grounds Maintenance 1	\$13.50 - \$15.50	1560	Equipment Operator 1	\$14.50 - \$15.00	1040
Facilities Maintenance #2	\$13.50 - \$15.50	1000	Greenskeeper 3	\$14.50 - \$15.00	1240
Facilities Maintenance #4	\$13.50 - \$15.50	960	Greenskeeper 3	\$14.00 - \$14.75	620
RV Office Clerk #1	\$13.50 - \$14.75	840	Greenskeeper 2	\$14.00 - \$14.50	620
RV Office Clerk #2	\$13.50 - \$14.75	840	Greenskeeper 2	\$14.00 - \$14.25	620
RV Office Clerk #3	\$13.50 - \$14.75	680	Greenskeeper 2	\$14.00 - \$14.25	620
Office Lead	\$14.50 - \$17.25	1560	TOTAL GOLF MAINTENANCE		8880
Security 2	\$14.50 - \$16.00	960			
TOTAL R.V. PARK		9960	Downtown Parking	\$15.50 - \$18.25	880
			Downtown Parking	\$15.50 - \$18.25	800
Greens Maintenance	\$14.75 - \$16.00	1050	TOTAL DOWNTOWN PARKING		1680
Office Clerk 1	\$13.50 - \$14.50	840			
Office Clerk 2	\$13.50 - \$14.50	840			
Office Clerk 3	\$13.50 - \$14.00	720			
Office Clerk 4	\$13.50 - \$14.00	560			
Office Clerk 5	\$13.50 - \$14.00	520			
Office Clerk 6	\$13.50 - \$14.00	520			
TOTAL PUTTING COURSE		5050			
Attendant 1	\$13.50 - \$14.75	800			
Attendant 2	\$13.50 - \$14.75	800			
Attendant 3	\$13.50 - \$14.75	480			
TOTAL MARINA		2080			

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.