

To: Mayor Troy Linnell and City Council Members

From: Tara Dunford, CPA

Date: May 22, 2023

Re: Ordinance No. 1222-23 2023 Budget Amendment #1

ATTACHMENTS: Ordinance No. 1222-23; Exhibit A – Proposed Budget Amendment; Exhibit B – Authorized Positions; Exhibit C – Wage Scale

TYPE OF ACTION: Action. Recommended motion: “I move to adopt the attached ordinance 1222-23 amending the 2023 budget as outlined in Exhibits A, B, and C.”

Discussion:

This proposed budget amendment includes the following:

Salaries and Benefits

- Increase non-uniform union salaries by 5% as per approved union contract and increase City Clerk/Treasurer salary by .5% to keep full 5% differential between City Clerk/Treasurer and highest subordinate position. The total cost for 2023 is \$29,400, allocated by fund as follows:
 - General Fund - \$10,000
 - Street Fund - \$6,800
 - Storm Fund - \$7,700
 - Water Fund - \$4,100
 - Sewer Fund - \$800
- Eliminate the Utility Superintendent/PW Supervisor position. Cost savings by fund (for 50% of the year) total \$52,500, allocated across funds as follows:
 - General Fund (\$1,900)
 - Street Fund (\$6,800)
 - Storm Fund (\$38,900)
 - Water Fund (\$4,100)
 - Sewer Fund (\$800)
- Add Code Enforcement Officer/Permit Technician position. The annualized cost of this position is \$105,000, and 50% is proposed to be budgeted in 2023 (\$52,500). This will increase General Fund expenditures but is expected to be nearly offset by a decrease in professional services costs associated with permit review.
- Add a Police Office Manager position. The annualized cost of this position is \$130,000 and 50% is proposed to be budgeted in 2023 (\$65,000). This position would be funded by the General Fund.
- Increase the Mayor’s salary by \$11,000 and remove budgeted benefits costs totaling the same amount. This does not have an impact on the overall budget.

General Fund Operating Expenditures

- Decrease planning professional services by \$36,500 to reflect decreased permit review fees associated with having an in-house Code Enforcement Officer/Permit Technician. The net cost to the City of bringing the permit technician function in house is expected to be \$16,000 in 2023 due to the need to have some overlap and training for the new position.

Summary of Net Increase (Decrease) in Expenditures by Fund:

Fund	Non-Uniform Salaries	Utility Superintendent	Code Enforcement Officer	Police Office Manager	Permitting Professional Services	Total
General	10,000	(1,900)	52,500	65,000	(35,600)	90,000
Street	6,800	(6,800)	-	-	-	-
Storm	7,700	(38,900)	-	-	-	(31,200)
Water	4,100	(4,100)	-	-	-	-
Sewer	800	(800)	-	-	-	-
Total	29,400	(52,500)	52,500	65,000	(35,600)	58,800

CITY OF ALGONA, WASHINGTON

ORDINANCE NO. 1222-23

AN ORDINANCE OF THE CITY OF ALGONA, WASHINGTON, MAKING CERTAIN FINDINGS OF FACT AND AMENDING THE 2023 BUDGET ADOPTED WITH ORDINANCE NO. 1215-22 ON DECEMBER 12, 2022, AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE, AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the Algona City Council adopted the 2023 Budget with Ordinance No. 1215-22 on December 12, 2022; and

WHEREAS, unplanned and unbudgeted expenditures have been identified; and

WHEREAS, the non-uniform union contract was pending settlement at the time the 2022 budget was adopted, therefore salary increases for those positions were excluded from the adopted budget; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to increase the General Fund budget by \$90,000; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to decrease the Stormwater Management Fund budget by \$31,200; and

WHEREAS, the increase in the General Fund expenditure budget will decrease ending fund balance by \$90,000; and

WHEREAS, the decrease in the Stormwater Management Fund budget will increase ending fund balance by \$31,200; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to adopt by ordinance non-uniform union salaries as per the 2023 collective bargaining agreement; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to increase the City Clerk/Treasurer salary by .5%; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to eliminate the Utility Superintendent/PW Supervisor position; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to add a Code Enforcement/Permit Technician position; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to add a Police Office Manager position; and

WHEREAS, the City Council has determined that it is in the best interest of the City of Algona to increase the Mayor's salary from \$24,000 to \$35,000 per year, by reallocating and converting the current funding for the Mayor's medical, dental and vision benefits as salary; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALGONA, WASHINGTON, DO
ORDAIN AS FOLLOWS:**

Section 1. The above stated recitals are hereby adopted as the council's findings and reasons for the adoption of this ordinance.

Section 2. The 2023 budget, as adopted with ordinance 1215-22 is hereby amended with an increase of zero dollars to revenues and \$58,500 to expenditures as detailed in the attached exhibit (Exhibit A – Proposed Budget Amendment) and positions are officially authorized as detailed in the attached exhibit (Exhibit B – Authorized Positions) and the wage scale is modified as detailed in the attached exhibit (Exhibit C – Wage Scale).

Section 3. 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 sentence, clause or phrase of this ordinance.

Section 4. Effective Date. This ordinance, being an exercise of power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

Passed by the Algona City Council the ____ day of June 2023, and approved by the Mayor, the ____ day of June 2023.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF THIS
____ DAY OF _____ 2023.**

Troy Linnell, Mayor

ATTEST:

Jessica Griess, City Clerk

APPROVED AS TO FORM:

J. Zachary Lell
City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.: 1222-23
Date of Publication: