

ORDINANCE NO. O2023-015

AN ORDINANCE of the City Council of the City of Tumwater, Washington amending the 2023-2024 City of Tumwater Biennial Budget for the 2023-2024 calendar years, amending Ordinance O2022-028, as more particularly described herein.

WHEREAS, the City of Tumwater adopted Ordinance O2010-011 on May 18, 2010 electing to have a two-year fiscal biennium budget in lieu of the annual budget; and

WHEREAS, the City Council approved O2022-028, adopting the biennial budget for the fiscal period 2023-2024, on December 6, 2022; and

WHEREAS, Budget Amendments were presented and discussed at the Budget and Finance Committee meetings on October 23, 2023 and November 7, 2023; and

WHEREAS, various staff positions within the City of Tumwater are needed in order to maintain current levels of service; and

WHEREAS, numerous other adjustments to the biennial budget are necessary to recognize updated revenue projections and adjust appropriations for various City funds.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF TUMWATER, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Amendment. Section 2 of Ordinance No. O2022-028, enacted December 6, 2022, is hereby amended as follows:

The fund levels restated include the estimated resources, fund balances or working capital for each separate fund of the City of Tumwater, and aggregate totals for all such funds combined for the 2023-2024 biennium are set forth in Exhibit “A”, and are hereby appropriated for expenditure at the fund level during the 2023-2024 biennium.

Section 2. Salary Schedule. The Salary Schedule, as set forth in Exhibit “B,” and all salaries and wages as shown in each department's and fund's detail budget reports as included in the budget document are hereby adopted.

Section 3. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 4. Corrections. The City Clerk and codifiers of this ordinance are

authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance, or the validity of its application to other persons or circumstances.

Section 6. Effective Date. This ordinance shall take effect five days after passage, approval and publication.

ADOPTED this 21st Day of November 2023.

CITY OF TUMWATER

Debbie Sullivan, Mayor

ATTEST:

Melody Valiant, City Clerk

APPROVED AS TO FORM:

Karen Kirkpatrick, City Attorney

Published:_____

Effective Date:_____

CITY OF TUMWATER
Budget Amendment 1
2023 - 2024

O2023-015
Exhibit A

FUNDS BY TYPE	Beginning Fund Balance	Revenues	Total Resources	Expenditures	Ending Fund Balance	Proposed Budget
General Government Funds						
001 General Fund	\$ 20,913,957	\$ 74,382,812	\$ 95,296,769	\$ 83,228,730	\$ 12,068,039	\$ 95,296,769
002 Public Safety Reserve	969,074	3,950,200	4,919,274	3,740,000	1,179,274	4,919,274
007 Permit Reserve	510,289	205,000	715,289	-	715,289	715,289
008 Emergency Reserve	1,437,601	631,500	2,069,101	-	2,069,101	2,069,101
009 Facilities Reserve Fund	1,957,625	7,700	1,965,325	702,000	1,263,325	1,965,325
012 Recreation Special Programs	95,576	70,000	165,576	104,300	61,276	165,576
015 Parks Board	114,568	40,000	154,568	40,000	114,568	154,568
016 E-Link & Fiberoptics	738,661	114,000	852,661	375,000	477,661	852,661
017 Historical Commission	20,228	20,000	40,228	-	40,228	40,228
018 K-9	1,908	100	2,008	2,008	-	2,008
019 US Flag Recognition	14,000	50	14,050	1,000	13,050	14,050
GENERAL GOVERNMENT FUNDS	\$ 26,773,487	\$ 79,421,362	\$ 106,194,849	\$ 88,193,038	\$ 18,001,811	\$ 106,194,849
Special Revenue Funds						
105 Affordable Housing Sales Tax Fund	\$ 77,728	\$ 127,448	\$ 205,176	\$ 127,408	\$ 77,768	\$ 205,176
107 Domestic Violence Prevention Fund	2,536	-	2,536	-	2,536	2,536
108 Drug & Other Seizure Fund	56,043	30	56,073	15,500	40,573	56,073
109 Lodging Tax Fund	687,028	660,300	1,347,328	649,160	698,168	1,347,328
111 Development Fees Fund	15,661,850	5,910,000	21,571,850	10,094,000	11,477,850	21,571,850
120 Barnes Lake Management District Fu	51,378	39,112	90,490	54,675	35,815	90,490
130 Transportation Benefit District	6,052,975	4,471,000	10,523,975	9,173,990	1,349,985	10,523,975
Debt Service Fund						
200 General Obligation Debt Service Fun	\$ 90,137	\$ 399,600	\$ 489,737	\$ 391,490	\$ 98,247	\$ 489,737
Capital Project Funds						
303 General Government CFP Fund	\$ 2,364,853	\$ 18,407,500	\$ 20,772,353	\$ 19,348,687	\$ 1,423,666	\$ 20,772,353
304 Transportation CFP Fund	14,032,277	26,972,600	41,004,877	35,330,000	5,674,877	41,004,877
Proprietary Funds						
400 Water Utility Fund	\$ 15,727,616	\$ 15,249,203	\$ 30,976,819	\$ 18,496,447	\$ 12,480,372	\$ 30,976,819
401 Sewer Utility Fund	14,494,438	21,006,820	35,501,258	21,515,162	13,986,096	35,501,258
411 Storm Utility Fund	7,857,539	10,135,112	17,992,651	8,183,026	9,809,625	17,992,651
480 Golf Course Fund	164,774	4,996,425	5,161,199	5,054,696	106,503	5,161,199
Internal Service Funds						
501 Fleet ER&R Fund	\$ 3,974,580	\$ 5,047,269	\$ 9,021,849	\$ 9,021,849	\$ -	\$ 9,021,849
502 IT ER&R Fund	1,673,457	3,076,420	4,749,877	4,749,877	-	4,749,877
CITY-WIDE TOTALS	\$ 109,742,696	\$ 195,920,201	\$ 305,662,897	\$ 230,399,005	\$ 75,263,892	\$ 305,662,897

2024 Classification and Pay Schedule

Minimum Wage: \$16.28 Hourly

Attachment B

	Active Job Classes	Grade	Minimum	Maximum
101	City Administrator	88	14005	17066
113	Executive Assistant	52	5758	7014
142	Communications Manager	66	8135	9911
149	Community Engagement Specialist	50	5481	6677
107	Department Assistant III	45	4845	5903
108	Department Assistant II	41	4390	5347
109	Department Assistant I	34	3693	4497
112	Administrative Assistant	50	5481	6677
102	City Attorney	83	12380	15084
148	Legal Assistant	50	5481	6677
103	Administrative Services Director	80	11494	14005
104	Human Resources Analyst	57	6514	7938
106	HR Program Manager	62	7368	8981
117	City Clerk	57	6514	7938
146	Records Clerk	41	4390	5347
110	Assistant City Attorney	70	8981	10942
360	Information Technology Manager	72	9434	11494
362	Network Administrator	59	6845	8337
372	Business Analyst	54	6049	7368
368	Applications Analyst	50	5481	6677
370	Senior Information Technology Specialist	54	6049	7368
371	ERP Implementation Manager	66	8135	9911
115	Finance Director	80	11494	14005
116	Assistant Finance Director	72	9434	11494
118	Accountant	54	6049	7368
119	Payroll Officer	49	5347	6514
120	Accounting/Utility Billing Supervisor	57	6514	7938
121	Accounting Assistant I	44	4727	5758
152	Accounting Assistant II	45	4845	5903
124	Accounting Technician	46	4967	6049
144	Senior Accountant	62	7368	8981
227	Community Development Director	80	11494	14005
229	Permit Manager	66	8135	9911
234	Senior Planner	60	7014	8547
153	Assistant Planner	51	5619	6845
231	Associate Planner	54	6049	7368
235	Planning Manager	66	8135	9911
237	Permit/Planning Technician	46	4967	6049
150	Economic Development Manager	66	8135	9911
401	Building and Fire Safety Official	66	7822	9530
403	Building and Fire Safety Plans Examiner	55	6202	7551
405	Building/Fire Safety Inspector	53	5903	7187
240	Parks and Recreation Director	78	10942	13332
241	Recreation Supervisor	57	6514	7938
242	Recreation Coordinator	49	5347	6514

243	Recreation and Marketing Specialist	50	5481	6677
244	Recreation Manager	62	7368	8981
250	Golf Operations Manager	62	7368	8981
252	Golf Course Superintendent	52	5758	7014
254	Golf Maintenance Worker II	43	4608	5619
256	Golf Operations Coordinator	40	4280	5216
317	Parks & Facilities Manager	66	8135	9911
319	Parks Maintenance Worker II	43	4608	5619
320	Parks Maintenance Supervisor	54	6049	7368
321	Equipment Repair Technician	45	4845	5903
322	Building Maintenance Supervisor	54	6049	7368
323	Parks Maintenance Lead	45	4845	5903
324	Parks Maintenance Worker I	40	4280	5216
326	Building Maintenance Worker II	46	4967	6049
132	Volunteer Coordinator	48	5216	6360
258	Arts Specialist	50	5481	6677
373	Golf Operations Supervisor	50	5481	6677
200	Senior Engineer	70	8981	10942
242	Engineering Services Manager	72	9434	11494
209	Engineer III	69	8761	10671
210	Transportation & Engineering Director	80	11494	14005
211	Engineer II	64	7742	9434
212	Engineer I	58	6677	8135
217	Engineering Tech III	50	5481	6677
215	Engineering Tech IV	56	6360	7742
216	Senior Inspector	58	6677	8135
258	GIS Analyst	54	6049	7368
221	GIS Program Coordinator	56	6360	7742
223	Transportation Manager	72	9434	11494
226	Transportation Operations Manager	66	8135	9911
342	Traffic Signal and Streetlight Tech II	Per Contract		
345	Fleet Technician I	Per Contract		
374	Fleet Technician II	Per Contract		
218	Water Resources & Sustainability Director	78	10942	13332
214	Water Resources Specialist	54	6049	7368
	Senior Water Resources Specialist	62	7368	8981
225	Utilities Operations Manager	66	8135	9911
408	Inspector - Stormwater	50	5481	6677
257	Sustainability Coordinator	54	6049	7368
208	Water Resources Program Manager	66	8135	9911
351	Maintenance Tech I	Per Contract		
352	Maintenance Tech II	Per Contract		
353	Maintenance Tech III	Per Contract		
344	Electrician II	Per Contract		
349	Field Crew Lead	Per Contract		
409	Police Chief	83	12380	15084
410	Police Commander	78	10942	13332
413	Police Lieutenant	Per Contract		
414	Police Sergeant	Per Contract		

415	Police Officer	Per Contract		
416	Police Evidence Technician	48	5216	6360
133	Police Administrative Manager	66	8135	9911
140	Police Services Specialist I	45	4845	5903
141	Police Services Specialist II	50	5481	6677
417	Police Management Analyst	53	5903	7187
431	Fire Chief	82	12078	14715
433	Assistant Fire Chief	78	10942	13332
435	Battalion Chief	Per Contract		
437	Paramedic Lieutenant	Per Contract		
438	Fire Training Lieutenant	Per Contract		
439	Fire Lieutenant	Per Contract		
440	Fire Prevention Officer I	Per Contract		
441	Paramedic Firefighter	Per Contract		
442	Firefighter	Per Contract		
444	Medical Services Officer and BC	Per Contract		
445	Fire Prevention Officer II	Per Contract		

Note: *Turnover and recruitments may shift individual classification headcount through 2024. For example, some job families such as department assistant or engineer may shift as business needs dictate. However, the overall headcount will not increase without council approval.*

2024 Non-rep Grades and Steps**4.0 % COLA, \$16.28 Minimum Wage**

GRADES	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
24	2885	2957	3031	3105	3183	3264	3346	3425	3515
25	2957	3031	3105	3183	3264	3346	3425	3515	3602
26	3031	3105	3183	3264	3346	3425	3515	3602	3693
27	3105	3183	3264	3346	3425	3515	3602	3693	3784
28	3183	3264	3346	3425	3515	3602	3693	3784	3876
29	3264	3346	3425	3515	3602	3693	3784	3876	3976
30	3346	3425	3515	3602	3693	3784	3876	3976	4076
31	3425	3515	3602	3693	3784	3876	3976	4094	4174
32	3515	3602	3693	3784	3876	3976	4076	4174	4280
33	3602	3693	3784	3876	3976	4076	4174	4280	4390
34	3693	3784	3876	3976	4076	4174	4280	4390	4497
35	3784	3876	3976	4076	4174	4280	4390	4497	4608
36	3876	3976	4076	4174	4280	4390	4497	4608	4727
37	3976	4076	4174	4280	4390	4497	4608	4727	4845
38	4076	4174	4280	4390	4497	4608	4727	4845	4967
39	4174	4280	4390	4497	4608	4727	4845	4967	5088
40	4280	4390	4497	4608	4727	4845	4967	5088	5216
41	4390	4497	4608	4727	4845	4967	5088	5216	5347
42	4497	4608	4727	4845	4967	5088	5216	5347	5481
43	4608	4727	4845	4967	5088	5216	5347	5481	5619
44	4727	4845	4967	5088	5216	5347	5481	5619	5758
45	4845	4967	5088	5216	5347	5481	5619	5758	5903
46	4967	5088	5216	5347	5481	5619	5758	5903	6049
47	5088	5216	5347	5481	5619	5758	5903	6049	6202
48	5216	5347	5481	5619	5758	5903	6049	6202	6360
49	5347	5481	5619	5758	5903	6049	6202	6360	6514
50	5481	5619	5758	5903	6049	6202	6360	6514	6677
51	5619	5758	5903	6049	6202	6360	6514	6677	6845
52	5758	5903	6049	6202	6360	6514	6677	6845	7014
53	5903	6049	6202	6360	6514	6677	6845	7014	7187
54	6049	6202	6360	6514	6677	6845	7014	7187	7368
55	6202	6360	6514	6677	6845	7014	7187	7368	7551
56	6360	6514	6677	6845	7014	7187	7368	7551	7742
57	6514	6677	6845	7014	7187	7368	7551	7742	7938
58	6677	6845	7014	7187	7368	7551	7742	7938	8135
59	6845	7014	7187	7368	7551	7742	7938	8135	8337
60	7014	7187	7368	7551	7742	7938	8135	8337	8547
61	7187	7368	7551	7742	7938	8135	8337	8547	8761
62	7368	7551	7742	7938	8135	8337	8547	8761	8981
63	7551	7742	7938	8135	8337	8547	8761	8981	9207
64	7742	7938	8135	8337	8547	8761	8981	9207	9434
65	7938	8135	8337	8547	8761	8981	9207	9434	9671

66	8135	8337	8547	8761	8981	9207	9434	9671	9911
67	8337	8547	8761	8981	9207	9434	9671	9911	10159
68	8547	8761	8981	9207	9434	9671	9911	10159	10411
69	8761	8981	9207	9434	9671	9911	10159	10411	10671
70	8981	9207	9434	9671	9911	10159	10411	10671	10942
71	9207	9434	9671	9911	10159	10411	10671	10942	11214
72	9434	9671	9911	10159	10411	10671	10942	11214	11494
73	9671	9911	10159	10411	10671	10942	11214	11494	11781
74	9911	10159	10411	10671	10942	11214	11494	11781	12078
75	10159	10411	10671	10942	11214	11494	11781	12078	12380
76	10411	10671	10942	11214	11494	11781	12078	12380	12687
77	10671	10942	11214	11494	11781	12078	12380	12687	13004
78	10942	11214	11494	11781	12078	12380	12687	13004	13332
79	11214	11494	11781	12078	12380	12687	13004	13332	13665
80	11494	11781	12078	12380	12687	13004	13332	13665	14005
81	11781	12078	12380	12687	13004	13332	13665	14005	14355
82	12078	12380	12687	13004	13332	13665	14005	14355	14715
83	12380	12687	13004	13332	13665	14005	14355	14715	15084
84	12687	13004	13332	13665	14005	14355	14715	15084	15462
85	13004	13332	13665	14005	14355	14715	15084	15462	15849
86	13332	13665	14005	14355	14715	15084	15462	15849	16245
87	13665	14005	14355	14715	15084	15462	15849	16245	16650
88	14005	14355	14715	15084	15462	15849	16245	16650	17066