

ORDINANCE NO. 742

**AN ORDINANCE OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, RELATING
TO BUDGETS AND FINANCE, ADOPTING THE 2021/2022 BIENNIAL BUDGET**

WHEREAS, the tax estimates and budget for the City of University Place, Washington, for the 2021/2022 fiscal biennium have been prepared and filed as provided by the laws of the State of Washington; and

WHEREAS, the budget was printed for distribution and notice published in the official paper of the City of University Place setting the time and place for hearings on the budget and said notice stating that all taxpayers calling at the Office of the City Clerk would be furnished a copy of the budget; and

WHEREAS, the 2021/2022 Proposed Biennial Budget was submitted to the City Council and City Clerk on October 1, 2020; and study sessions on the 2021/2022 Biennial Budget were held on October 5, October 19, and November 2, 2020; and

WHEREAS, public hearings on the 2021/2022 Biennial Budget were held on October 19, November 2, and November 16, 2020;

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

Section 1. 2021/2022 Biennial Budget Adoption. The budget for the City of University Place, Washington, for the 2021/2022 biennium is hereby adopted in the amounts and for the purposes as shown on the attached Exhibits A-1 and A-2 (2021 and 2022 Adopted Budgets) and Exhibit B (2021/2022 Salary Ranges).

Section 2. Administration. The City Manager shall administer the Biennial Budget approved herein.

Section 3. 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 4. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 5. Publication and Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall be effective January 1, 2021.

PASSED BY THE CITY COUNCIL ON DECEMBER 7, 2020


Caroline Belleci, Mayor

ATTEST:


Emelita J. Genetia, City Clerk

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read 'M. Kaser', is written over a horizontal line.

Matthew S. Kaser, City Attorney

Publication Date: 12/09/20

Effective Date: 12/14/20

UNOFFICIAL DOCUMENT

**EXHIBIT A-1
CITY OF UNIVERSITY PLACE
2021 Adopted Budget**

	REVENUES & OTHER SOURCES	EXPENDITURES & OTHER USES	ENDING BALANCE
FUND	Adopted	Adopted	
Operating			
General			
001 General	\$ 18,060,820	\$ 10,785,085	\$ 7,275,735
Special Revenue			
101 Street	3,993,277	2,238,534	1,754,743
102 Arterial Street	30,472	30,472	-
103 Real Estate Excise Tax	2,408,362	1,599,911	808,451
105 Traffic Impact Fees	539,193	-	539,193
109 Police/Public Safety	11,184,325	5,630,369	5,553,956
188 Strategic Reserve	1,361,544	-	1,361,544
Sub-total Special Revenue	19,517,173	9,499,286	10,017,887
Enterprise			
401 Surface Water Management	4,954,640	4,044,367	910,273
Sub-total Enterprise Funds	4,954,640	4,044,367	910,273
Debt Service			
201 Debt Service	3,875,947	3,641,069	234,878
Sub-total Debt Service Funds	3,875,947	3,641,069	234,878
Total Operating	46,408,580	27,969,807	18,438,773
Capital Improvement			
301 Parks CIP	2,522,767	2,522,767	-
302 Public Works CIP	7,284,433	7,284,433	-
303 Municipal Facilities CIP	-	-	-
Sub-total CIP	9,807,200	9,807,200	-
Internal Service			
501 Fleet & Equipment	489,315	270,750	218,565
502 Information Technology & Services	1,391,460	1,298,259	93,201
505 Property Management	756,554	743,705	12,849
506 Risk Management	135,134	135,134	-
Sub-total Internal Service	2,772,463	2,447,848	324,615
Non-Annually Budgeted			
150 Donations and Gifts	-	-	-
Sub-total Non-Annually Budgeted	-	-	-
Total Budget	\$ 58,988,243	\$ 40,224,855	\$ 18,763,388

EXHIBIT A-2
CITY OF UNIVERSITY PLACE
2022 Adopted Budget

	REVENUES & OTHER SOURCES	EXPENDITURES & OTHER USES	ENDING BALANCE
FUND	Adopted	Adopted	Balance
Operating			
General			
001 General	\$ 19,100,578	\$ 10,815,349	\$ 8,285,229
Special Revenue			
101 Street	3,754,980	2,262,867	1,492,113
102 Arterial Street	-	-	-
103 Real Estate Excise Tax	2,069,457	969,525	1,099,932
105 Traffic Impact Fees	1,945,165	-	1,945,165
109 Police/Public Safety	11,822,542	5,699,844	6,122,698
188 Strategic Reserve	1,487,597	-	1,487,597
Sub-total Special Revenue	21,079,741	8,932,236	12,147,505
Enterprise			
401 Surface Water Management	3,849,071	2,533,014	1,316,057
Sub-total Enterprise Funds	3,849,071	2,533,014	1,316,057
Debt Service			
201 Debt Service	3,870,871	3,633,310	237,561
Sub-total Debt Service Funds	3,870,871	3,633,310	237,561
Total Operating	47,900,261	25,913,909	\$ 21,986,352
Capital Improvement			
301 Parks CIP	654,620	654,620	-
302 Public Works CIP	349,673	349,673	-
303 Municipal Facilities CIP	-	-	-
Sub-total CIP	1,004,293	1,004,293	-
Internal Service			
501 Fleet & Equipment	499,939	281,374	218,565
502 Information Technology & Services	1,299,387	1,206,186	93,201
505 Property Management	739,078	726,229	12,849
506 Risk Management	141,080	141,080	-
Sub-total Internal Service	2,679,484	2,354,869	324,615
Non-Annually Budgeted			
150 Donations and Gifts	-	-	-
Sub-total Non-Annually Budgeted	-	-	-
Total Budget	\$ 51,584,038	\$ 29,273,071	\$ 22,310,967

**Exhibit B
Adopted Salary Ranges**

Position Title	2021 Adopted Salary Range		2022 Adopted Salary Range	
	Entry	High	Entry	High
City Manager	\$15,711		\$16,830*	
Executive Director/Assistant City Manager	\$11,406	\$15,010	\$11,748	\$15,460
City Attorney	\$11,406	\$15,010	\$11,748	\$15,460
Planning & Development Services Director	\$10,110	\$13,304	\$10,413	\$13,703
Director of Engineering and Capital Projects	\$10,110	\$13,304	\$10,413	\$13,703
Public Works, Parks & Facilities Director	\$10,110	\$13,304	\$10,413	\$13,703
Finance Director	\$10,110	\$13,304	\$10,413	\$13,703
Communications/I.T. Manager	\$9,232	\$12,149	\$9,509	\$12,513
Human Resources Manager/Management Analyst	\$9,232	\$12,149	\$9,509	\$12,513
Assistant Development Services Director	\$8,062	\$10,608	\$8,304	\$10,926
Deputy Director of Engineering and Capital Projects	\$8,062	\$10,608	\$8,304	\$10,926
Building Official/Sr. Building Inspector	\$7,711	\$10,148	\$7,942	\$10,452
Network Manager	\$7,711	\$10,148	\$7,942	\$10,452
Public Safety Administrator	\$6,941	\$9,133	\$7,149	\$9,407
Principal Planner	\$6,941	\$9,133	\$7,149	\$9,407
Finance and Operations Manager	\$6,941	\$9,133	\$7,149	\$9,407
Sr. Project Engineer	\$6,941	\$9,133	\$7,149	\$9,407
City Clerk	\$6,941	\$9,133	\$7,149	\$9,407
Community Events & Contracts Manager	\$6,941	\$9,133	\$7,149	\$9,407
Operations and Facilities Manager	\$6,643	\$8,741	\$6,842	\$9,003
Fire Code Official	\$6,643	\$8,741	\$6,842	\$9,003
Sr. Plans Examiner/Building Inspector	\$6,389	\$8,407	\$6,581	\$8,659
Construction Manager	\$6,389	\$8,407	\$6,581	\$8,659
Civil Designer	\$6,389	\$8,407	\$6,581	\$8,659
Project Engineer	\$6,389	\$8,407	\$6,581	\$8,659
NPDES Coordinator	\$5,929	\$7,802	\$6,106	\$8,036
Plans Examiner	\$5,929	\$7,802	\$6,106	\$8,036
Analyst (Finance, HR, etc.)	\$5,929	\$7,802	\$6,106	\$8,036
Parks Maintenance Supervisor	\$5,929	\$7,802	\$6,106	\$8,036
Building Inspector/Plans Examiner	\$5,508	\$7,247	\$5,674	\$7,465
Code Enforcement Officer	\$5,508	\$7,247	\$5,674	\$7,465
Associate Planner	\$5,508	\$7,247	\$5,674	\$7,465
Paralegal	\$5,300	\$6,973	\$5,459	\$7,182
Deputy City Clerk	\$5,300	\$6,973	\$5,459	\$7,182
Administrative Assistant	\$5,300	\$6,973	\$5,459	\$7,182
Project/Program Assistant	\$5,300	\$6,973	\$5,459	\$7,182
Coordinator (project, comms, er mgmt., events, etc.)	\$5,300	\$6,973	\$5,459	\$7,182
Communication Specialist	\$5,067	\$6,669	\$5,219	\$6,869
I.T. Specialist	\$5,067	\$6,669	\$5,219	\$6,869
Sr. Specialist (Finance, Office)	\$4,884	\$6,425	\$5,031	\$6,618
Assistant Planner	\$4,884	\$6,425	\$5,031	\$6,618
Specialist (Finance, Permit)	\$4,630	\$6,094	\$4,769	\$6,277
Technician II (Parks, Facility, Comm., I.T., etc.)	\$4,296	\$5,653	\$4,425	\$5,822
Technician I (Parks, Facility, Comm., I.T., etc.)	\$3,855	\$5,072	\$3,971	\$5,224
Office Assistant	\$3,525	\$4,639	\$3,631	\$4,778
Succession Mentor/Trainer	\$3,525	\$13,304	\$3,631	\$13,703
Temp. Assistant (Clerical, Rec., etc.)	Min. Wage	\$15.00/hr	Min. Wage	\$15.00/hr
Crew Chief	Set by contract		Set by contract	
Maintenance Worker (Lead, I,II,III)	Set by contract		Set by contract	
Mayor	Set by separate ordinance		Set by separate ordinance	
Mayor Pro Tem	Set by separate ordinance		Set by separate ordinance	
City Council member	Set by separate ordinance		Set by separate ordinance	

City Manager may authorize an additional 4% salary increase for mentors/trainers in the succession training program for those at top of range.

* Final 2022 City Manager salary to be determined by City Council based on COLA and/or possible merit increase.