

**ORDINANCE NO. 2023-1085**

**AN ORDINANCE ADOPTING THE 2024 BUDGET  
OF THE CITY OF WAITSBURG**

**WHEREAS**, the Mayor of the City of Waitsburg, Washington, completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, debt service, reserve funds and expenses of the government of the City of Waitsburg for the fiscal year beginning January 1, 2024, and ending December 31, 2024, notice of the public hearings was published in the Waitsburg Times as prescribed by law, and a notice was posted that the Council of the City of Waitsburg would meet on the 20<sup>st</sup> day of December, 2023, at the hour of 7:00 p.m. or soon thereafter, for the purpose of considering the proposed budget for fiscal year 2024 and giving citizens within the limits of said City an opportunity to be heard upon said budget; and

**WHEREAS**, the City Council held two public hearings on the proposed budget; and

**WHEREAS**, the City Council did meet at the time and place as announced, and all council members in attendance were able to see and hear and then consider the matter of the proposed 2023 budget; and

**WHEREAS**, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Waitsburg for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of the City of Waitsburg during fiscal year 2024.

**NOW THEREFORE**, the City Council of the City of Waitsburg does hereby ordain as follows:

Section 1. The budget for the City of Waitsburg, Washington, for fiscal year 2024 is hereby adopted at the fund level in its final form and content as set forth in the document entitled City of Waitsburg, 2024 Budget, which is on file in the Office of the City Clerk.

Section 2. Estimated resources, including fund balances or working capital for each separate fund of the City of Waitsburg, and aggregate totals (net of transactions between funds) for all such funds combined for the year 2024 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2024 as set forth below:

Fund		Amount
Current Expense Fund (001)		\$ 783,000
Cemetery M&I Fund (002)		\$ 109,000
Library M&I Fund (003)		\$ 277
City Street & Road (102)		\$ 379,216
Promotion (106)		\$ 3,250
Municipal Capital Improvement (107)		\$ 30,000
Water & Sewer Department (401)		\$ 881,100
<b>Total All Funds</b>		<b>\$2,185,843</b>

Section 3. The Mayor is hereby authorized to implement the programs and spending as provided in the 2024 Budget.

Section 4. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Washington State Auditor’s Office and to the Municipal Research Services Center.

Section 5. This Ordinance shall become effective January 1, 2024, upon its passage by the Council and upon publication according to law.

Section 6. The Budget for 2024 includes wages and benefits for all City Staff and Public Works Employees and is included in the amounts specified in the following salary schedule:

**2024 Annual Salary Schedule**

Employee Position Classification Yearly Salary Schedule
---------------------------------------------------------

<u>Classification</u>	<u>Maximum</u>
Mayor	\$ 1,200
Council Members	\$ 120

<u>Classification</u>	<u>Maximum</u>
Public Works Director	\$65,000
City Administrator/Clerk/Treasurer	\$80,000
Deputy City Clerk	\$35,000
Public Works Specialist I	\$47,000
Public Works Specialist II	\$41,000
Library Supervisor	\$22,880
Library Assistants	\$ 5,000

**2024 Salary & Benefits Schedule by Fund**

<b>Current Expense</b>	\$265,657
<b>City Streets</b>	\$ 56,233
<b>Water</b>	\$117,709
<b>Sewer</b>	\$128,874

**2024 Salary Schedule  
Division of Payroll & Benefits**

Public Works Director:	Water/Sewer – 55%	Streets – 19%	CE – 26%
Public Works Specialist I:	Water/Sewer – 71%	Streets – 10%	CE – 19%
Public Works Specialist II:	Water/Sewer - 7%	Streets – 7%	CE – 86%
Public Works Specialist II:	Water/Sewer – 16%	Streets – 10%	CE – 74%
Public Works Specialist II:	Water/Sewer – 21%	Streets – 10%	CE – 69%
City Administrator/Clerk/Treasurer:	Water/Sewer – 54%	Streets – 14%	CE – 32%
Deputy Clerk:	Water/Sewer – 83%		CE – 17%
Librarian:			CE – 100%
Librarian Assistants			CE – 100%
Mayor/Council:			CE – 100%

Passed by the Council of the City of Waitsburg on this 20<sup>st</sup> day of December, 2023.

---

Marty Dunn  
Mayor

Attest:

---

Randy Hinchliffe  
City Clerk

Approved as to form:

---

Jared Hawkins  
City Attorney