

CITY OF DUVALL
WASHINGTON
ORDINANCE NO. 1257

**AN ORDINANCE OF THE CITY OF DUVALL,
WASHINGTON, AMENDING THE 2019-2020 BIENNIEL
BUDGET PURSUANT TO RCW 35A.34.130; PROVIDING
FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, on December 11, 2018 City Council adopted Ordinance No. 1248, adopting the 2019-2020 biennial budget; and

WHEREAS, on April 2, 2019 City Council adopted Ordinance No. 1251, amending the 2019-2020 biennial budget; and

WHEREAS, pursuant to RCW 35A.34.130, the City is required to provide a mid-biennial review no sooner than eight months after the start nor later than the conclusion of the first year of the fiscal biennium; and

WHEREAS, by law, the City may not have expenditures in excess of budgeted appropriations for an individual fund; and

WHEREAS, administration shall remove the \$400,000 from General Fund revenue and remove the \$400,000 from the restricted expenditure line relative to the sale of physical property and an amendment shall be brought forward by Administration in the end of the first quarter of 2020.

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

Section 1. The 2019-2020 biennial budget, as adopted by Ordinance 1248 and as amended by Ordinance 1251, reflects the 2019-2020 amended budgeted revenues and appropriations for each separate fund as set forth in summary form in Exhibit "1", attached hereto and incorporated by this reference as if fully set forth herein as required by RCW 35A.33.075.

Section 2. The 2019-2020 biennial budget, as adopted by Ordinance 1248 included Budget Notes that Council reaffirms for the remainder of the 2019-2020 biennial budget as set forth in Exhibit "2", attached hereto and incorporated by this reference as if fully set forth herein as required by RCW 35A.33.075.

Section 3. Except as provided herein and any prior amendments, all provisions of Ordinance Nos. 1248 and 1251 shall remain in full force and effect unchanged.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 5. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

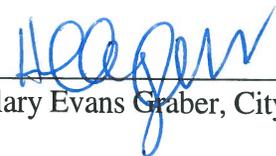
10th ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE
DAY OF December, 2019.

CITY OF DUVALL



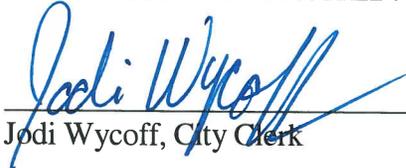
Mayor Amy Ockerlander

Approved as to form:



Hillary Evans Graber, City Attorney

ATTEST/AUTHENTICATED:



Jodi Wycoff, City Clerk

Passed by the City Council: 12/10/2019
Ordinance No. 1257
Date of Publication: 12/13/2019

City of Duvall
2019-2020 Budget vs Actual
General Fund Revenues and Expenditures
Year to Date as of 9/30/2019 (rev. 12/10/19)

EXHIBIT 1

General Fund Budget vs Actual

	9/30/2019		
	2019-20 Budget	YTD Actual	2018 Actual
Revenues:			
Begin Fund Balance	\$ 2,132,480	\$ 2,132,480	\$ 1,783,257
Taxes	8,172,421	2,699,235	3,994,972
Licenses & Permits	992,630	390,383	589,960
Intergovernmental Revenues	383,557	115,852	191,906
Charges for Goods and Services	771,500	366,510	368,399
Fines & Penalties	106,900	28,896	48,098
Miscellaneous Revenues	117,941	82,893	160,815
Other	763,570	136,997	150,559
TOTAL REVENUES:	\$ 11,308,519	\$ 3,820,766	\$ 5,504,710
TOTAL	\$ 13,440,999	\$ 5,953,246	\$ 7,287,966

	FTE's	9/30/2019		
		2019-20 Budget	YTD Actual	2018 Actual
Expenditures by Department:				
Legislative		\$ 214,050	\$ 59,658	\$ 92,273
Executive	0.425	209,450	82,941	205,131
Community Events		61,650	4,452	30,823
Finance Dept.	2.24	691,870	235,464	291,316
Planning Dept.	2.3	807,348	334,061	383,734
Building Dept.	2.15	619,345	189,023	232,254
Police Dept.	13.8	5,564,213	1,783,013	2,536,197
Economic Development		26,000	-	49,382
Recycling Dept.		45,202	22,112	18,405
Civil Service	0.03	13,100	6,149	13,232
Parks Dept.	2.425	743,597	224,493	274,814
Cultural Commission	0.05	80,400	26,141	36,774
City Mitigation Projects		12,000	2,389	-
Engineering Dept.	0.875	431,261	135,831	227,954
Fire		65,250	-	7,876
Non-Departmental		1,904,240	701,957	755,321
TOTAL EXPENDITURES	24.295	\$ 11,488,976	\$ 3,807,683	\$ 5,155,486
Ending Fund Balance		\$ 1,952,023	\$ 2,145,563	\$ 2,132,480
TOTAL BUDGET		\$ 13,440,999	\$ 5,953,246	\$ 7,287,966

	9/30/2019		
	2019-20 Budget	YTD Actual	2018 Actual
Expenditures by Category:			
Salaries and Wages	\$ 4,986,099	\$ 1,701,012	\$ 2,287,636
Personnel Benefits	2,072,507	673,903	857,668
Supplies	261,830	45,156	106,024
Services	3,341,418	1,231,022	1,510,625
Intergovernmental Svcs.	812,622	156,590	379,858
Capital Outlays	14,500	-	13,675
TOTAL	\$ 11,488,976	\$ 3,807,683	\$ 5,155,486
Ending Fund Balance	\$ 1,952,023	\$ 2,145,563	\$ 2,132,480
TOTAL	\$ 13,440,999	\$ 5,953,246	\$ 7,287,966

Revenue less Expenditures	\$ (180,457)	\$ 13,083	\$ 349,223
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City of Duvall
2019-2020 Budget vs Actual
General Fund Revenues Expenditures
Year to Date as of 9/30/2019 (rev. 12/10/19)

General Fund Budget vs Actual

Revenues	9/30/2019		YTD % Collected
	2019-20 Budget	YTD Actual	
Begin Fund Balance	\$ 2,132,480	\$ 2,132,480	100%
Taxes	\$ 8,172,421	\$ 2,699,235	33%
Licenses & Permits	\$ 992,630	\$ 390,383	39%
Intergovernmental Revenues	\$ 383,557	\$ 115,852	30%
Charges for Goods and Services	\$ 771,500	\$ 366,510	48%
Fines & Penalties	\$ 106,900	\$ 28,896	27%
Miscellaneous Revenues	\$ 117,941	\$ 82,893	70%
Other	\$ 763,570	\$ 136,997	18%
TOTAL REVENUES:	\$ 11,308,519	\$ 3,820,766	34%
TOTAL	\$ 13,440,999	\$ 5,953,246	

Expenditures by Department:	FTE's	2019-20 Budget		YTD Actual	YTD % Spent
		2019-20 Budget	YTD Actual		
Legislative		\$ 214,050	\$ 59,658		28%
Executive	0.425	\$ 209,450	\$ 82,941		40%
Community Events		\$ 61,650	\$ 4,452		7%
Finance Dept.	2.24	\$ 691,870	\$ 235,464		34%
Planning Dept.	2.3	\$ 807,348	\$ 334,061		41%
Building Dept.	2.15	\$ 619,345	\$ 189,023		31%
Police Dept.	13.8	\$ 5,564,213	\$ 1,783,013		32%
Economic Development		\$ 26,000	\$ -		0%
Recycling Dept.		\$ 45,202	\$ 22,112		49%
Civil Service	0.03	\$ 13,100	\$ 6,149		47%
Parks Dept.	2.425	\$ 743,597	\$ 224,493		30%
Cultural Commission	0.05	\$ 80,400	\$ 26,141		33%
City Mitigation Projects		\$ 12,000	\$ 2,389		20%
Engineering Dept.	0.875	\$ 431,261	\$ 135,831		31%
Fire		\$ 65,250	\$ -		0%
Non-Departmental		\$ 1,904,240	\$ 701,957		37%
TOTAL EXPENDITURES	24.295	\$ 11,488,976	\$ 3,807,683		33%
Ending Fund Balance		\$ 1,952,023	\$ 2,145,563		
TOTAL BUDGET		\$ 13,440,999	\$ 5,953,246		

Expenditures by Category:	2019-20 Budget		YTD Actual	YTD % Spent	
	2019-20 Budget	YTD Actual			
Salaries and Wages	\$ 4,986,099	\$ 1,701,012		34%	
Personnel Benefits	\$ 2,072,507	\$ 673,903		33%	
Supplies	\$ 261,830	\$ 45,156		17%	
Services	\$ 3,341,418	\$ 1,231,022		37%	
Intergovernmental Svcs.	\$ 812,622	\$ 156,590		19%	
Capital Outlays	\$ 14,500	\$ -		0%	
TOTAL	\$ 11,488,976	\$ 3,807,683		33%	
Ending Fund Balance		\$ 1,952,023	\$ 2,145,563		
TOTAL		\$ 13,440,999	\$ 5,953,246		

Revenue less Expenditures as of 9/30/2019 **\$ (180,457)** **\$ 13,083**

CITY OF DUVALL
2019 REVENUE AND EXPENDITURE SUMMARY
Year to date as of 9/30/2019 (rev. 12/10/19)

Fund	Description	FTE's	Beginning			Ending		Net Change
			Fund Balance	Revenues	Expenditures	Fund Balance		
001	General Fund	24.3	\$ 2,132,480	\$ 3,820,766	\$ 3,807,683	\$ 2,145,563	\$ 13,083	
002	Contingency Fund		231,954	100,584	-	332,538	100,584	
101	Street Fund	2.445	177,846	382,929	400,252	160,522	(17,324)	
106	Big Rock Ball Park Maintenance	0.4	35,150	125,470	89,978	70,642	35,492	
107	Sensitive Areas Mitigation Fund		39,407	589	-	39,996	589	
206	2016 LTGO - Main St Debt Svc		19,866	352,861	51,294	321,433	301,567	
304	Real Estate Excise Tax Fund 1		990,664	245,077	62,828	1,172,912	182,248	
305	Real Estate Excise Tax Fund 2		810,389	242,316	70,239	982,466	172,077	
306	Main Street Improvement		1,188,870	17,633	14,198	1,192,305	3,435	
307	Street CIP Fund		589,810	657,636	69,044	1,178,401	588,592	
308	Parks CIP Fund		690,840	451,908	157,820	984,928	294,088	
401	Water Fund	5.688	3,314,348	1,697,051	1,645,293	3,366,107	51,759	
402	Sewer Fund	7.649	2,462,035	1,926,353	2,000,827	2,387,562	(74,473)	
404	Storm Drainage Fund	3.773	775,113	611,884	552,741	834,256	59,143	
407	Water CIP Fund		1,315,436	388,358	102,708	1,601,086	285,650	
408	Sewer CIP Fund		502,693	434,261	171,763	765,192	262,499	
409	Storm Drainage CIP Fund		113,978	128,134	942	241,170	127,192	
410	Bond Redemption Fund		19,940	601	-	20,541	601	
411	Bond Reserve Fund		267,873	4,000	300	271,573	3,700	
501	Equipment Fund		464,099	160,158	275,086	349,172	(114,928)	
502	IT Fund		190,939	215,027	177,441	228,524	37,586	
503	Building Maintenance Fund		148,495	102,090	82,772	167,813	19,318	
TOTAL		44.25	\$ 16,482,223	\$ 12,065,686	\$ 9,733,207	\$ 18,814,702	\$ 2,332,479	

$$\underbrace{\$ 16,482,223}_{\text{Beginning Fund Balance}} + \underbrace{\$ 12,065,686}_{\text{Revenues}} = \underbrace{\$ 9,733,207}_{\text{Expenditures}} + \underbrace{\$ 18,814,702}_{\text{Ending Fund Balance}}$$

CITY OF DUVALL
2019-2020 BUDGET vs ACTUAL - REVENUES
Year to date as of 9/30/2019

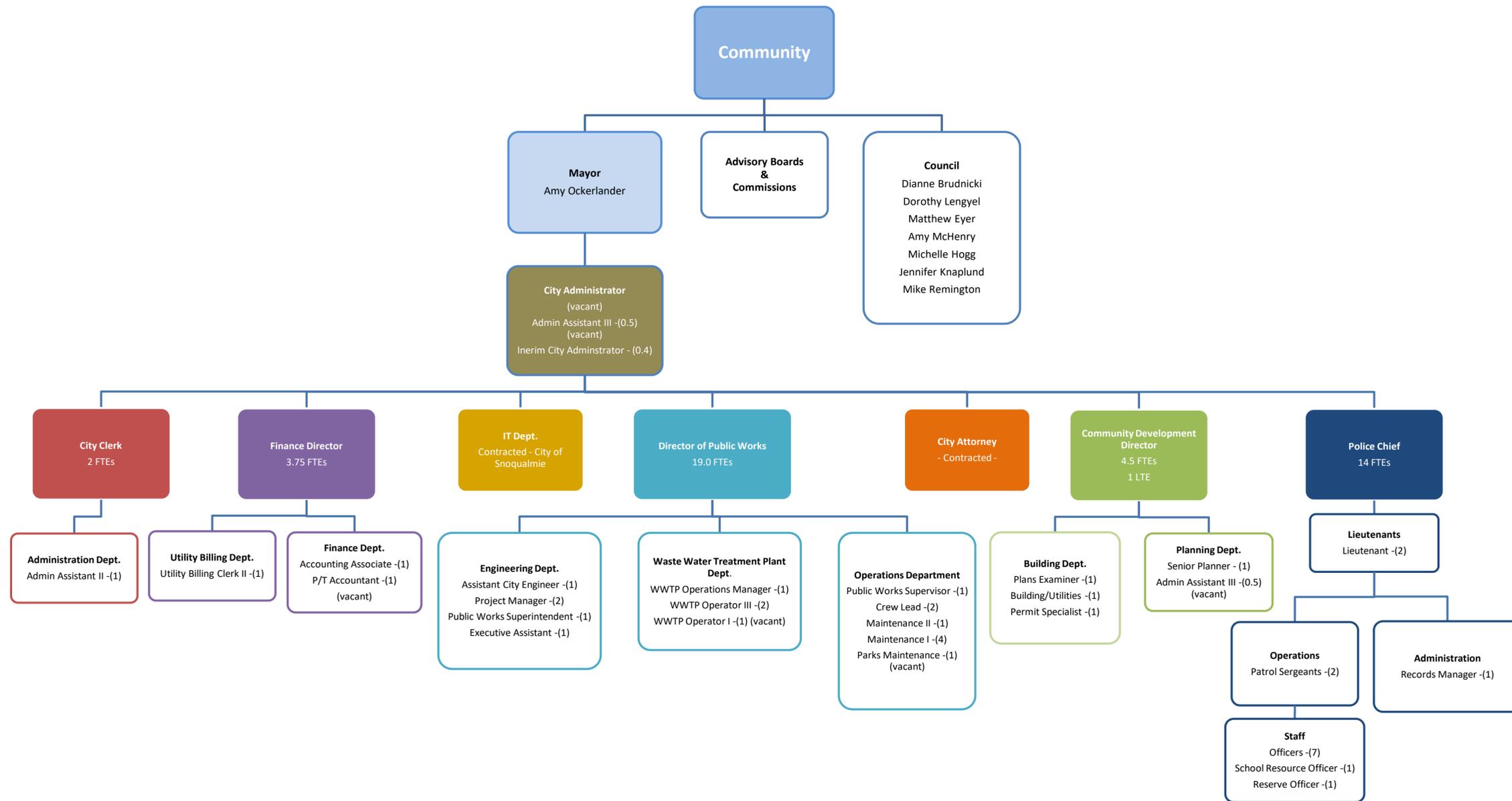
Fund	Description	Budget	YTD Actual	YTD Difference	YTD % Collected
001	General Fund	\$ 11,308,519	\$ 3,820,766	\$ 7,487,753	34%
002	Contingency Fund	262,860	100,584	162,276	38%
101	Street Fund	1,688,459	382,929	1,305,530	23%
106	Big Rock Ball Park Maintenance	368,474	125,470	243,004	34%
107	Sensitive Areas Mitigation Fund	971	589	382	61%
206	2016 LTGO - Main St Debt Svc	940,963	352,861	588,102	37%
304	Real Estate Excise Tax Fund 1	577,910	245,077	332,834	42%
305	Real Estate Excise Tax Fund 2	573,370	242,316	331,054	42%
306	Main Street Improvement	29,227	17,633	11,594	60%
307	Street CIP Fund	1,352,867	657,636	695,231	49%
308	Parks CIP Fund	465,441	451,908	13,533	97%
401	Water Fund	4,661,304	1,697,051	2,964,253	36%
402	Sewer Fund	5,010,894	1,926,353	3,084,541	38%
404	Storm Drainage Fund	1,557,860	611,884	945,976	39%
407	Water CIP Fund	985,981	388,358	597,623	39%
408	Sewer CIP Fund	1,206,629	434,261	772,368	36%
409	Storm Drainage CIP Fund	261,235	128,134	133,101	49%
410	Bond Redemption Fund	2,216	601	1,615	27%
411	Bond Reserve Fund	6,599	4,000	2,599	61%
501	Equipment Fund	377,465	160,158	217,307	42%
502	IT Fund	568,785	215,027	353,758	38%
503	Building Maintenance Fund	268,881	102,090	166,791	38%
TOTAL		\$ 32,476,910	\$ 12,065,686	\$ 20,411,224	37%
		\$ -	-		

CITY OF DUVALL
2019-2020 BUDGET vs ACTUAL - EXPENDITURES
Year to date as of 9/30/2019

Fund	Description	Budget	YTD Actual	YTD Difference	YTD % Spent
001	General Fund	\$ 11,488,976	\$ 3,807,683	\$ 7,681,293	33%
002	Contingency Fund	-	-	-	-
101	Street Fund	1,740,811	400,252	1,340,559	23%
106	Big Rock Ball Park Maintenance	260,999	89,978	171,021	34%
107	Sensitive Areas Mitigation Fund	31,200	-	31,200	0%
206	2016 LTGO - Main St Debt Svc	940,963	51,294	889,669	5%
304	Real Estate Excise Tax Fund 1	162,994	62,828	100,166	39%
305	Real Estate Excise Tax Fund 2	172,994	70,239	102,755	41%
306	Main Street Improvement	207,000	14,198	192,802	7%
307	Street CIP Fund	242,994	69,044	173,950	28%
308	Parks CIP Fund	170,516	157,820	12,696	93%
401	Water Fund	4,400,657	1,645,293	2,755,365	37%
402	Sewer Fund	5,140,196	2,000,827	3,139,369	39%
404	Storm Drainage Fund	1,527,970	552,741	975,229	36%
407	Water CIP Fund	1,558,450	102,708	1,455,742	7%
408	Sewer CIP Fund	1,346,352	171,763	1,174,590	13%
409	Storm Drainage CIP Fund	-	942	(942)	-
410	Bond Redemption Fund	1,500	-	1,500	0%
411	Bond Reserve Fund	800	300	500	38%
501	Equipment Fund	537,722	275,086	262,636	51%
502	IT Fund	534,544	177,441	357,103	33%
503	Building Maintenance Fund	241,128	82,772	158,356	34%
TOTAL		\$ 30,708,766	\$ 9,733,207	\$ 20,975,558	32%

\$ -

EXHIBIT 1A



2020 TEAMSTERS UNION WAGE RATES
2.08% Based on 10-year Rolling CPI-U Average (rev. 12/10/2019)

	CLASSIFICATIONS	STEP A		STEP B		STEP C		STEP D		STEP E		STEP F		STEP G	
		Hourly	Annually	Hourly	Annually	Hourly	Annually	Hourly	Annually	Hourly	Annually	Hourly	Annually	Hourly	Annually
1	Assistant City Engineer	\$ 32.92	\$ 68,469.59	\$ 36.32	\$ 75,550.28	\$ 37.85	\$ 78,735.44	\$ 39.78	\$ 82,745.54	\$ 41.70	\$ 86,732.73	\$ 43.60	\$ 90,697.00	\$ 45.53	\$ 94,707.10
1	Building Inspector	\$ 26.40	\$ 54,904.00	\$ 28.46	\$ 59,189.07	\$ 30.53	\$ 63,497.07	\$ 32.58	\$ 67,759.23	\$ 34.61	\$ 71,998.48	\$ 36.70	\$ 76,329.39	\$ 38.73	\$ 80,568.63
	Capital Project Manager	\$ 46.05	\$ 95,784.09	\$ 47.99	\$ 99,817.11	\$ 49.94	\$ 103,873.04	\$ 51.88	\$ 107,906.06	\$ 53.84	\$ 111,984.90	\$ 55.79	\$ 116,040.83	\$ 57.74	\$ 120,096.75
2	Crew Leadsperson	\$ 27.08	\$ 56,324.71	\$ 28.93	\$ 60,174.41	\$ 30.78	\$ 64,024.10	\$ 32.61	\$ 67,827.97	\$ 34.47	\$ 71,700.58	\$ 36.31	\$ 75,527.37	\$ 38.15	\$ 79,354.15
	Engineering Aide	\$ 19.73	\$ 41,040.50	\$ 21.60	\$ 44,936.03	\$ 25.53	\$ 53,093.72	\$ 27.39	\$ 56,966.33	\$ 30.17	\$ 62,763.79	\$ 31.06	\$ 64,596.97	\$ 31.93	\$ 66,407.25
4	Maintenance Worker 1	\$ 26.90	\$ 55,941.88	\$ 27.57	\$ 57,337.65	\$ 28.24	\$ 58,733.43	\$ 29.04	\$ 60,395.07	\$ 29.78	\$ 61,945.93	\$ 30.55	\$ 63,541.11	\$ 31.34	\$ 65,180.59
1	Maintenance Worker 2	\$ 31.99	\$ 66,532.06	\$ 32.63	\$ 67,861.37	\$ 33.28	\$ 69,212.84	\$ 33.94	\$ 70,586.46	\$ 34.62	\$ 72,004.39	\$ 35.30	\$ 73,422.33	\$ 35.95	\$ 74,773.79
1	Permit Specialist	\$ 19.73	\$ 41,040.50	\$ 21.60	\$ 44,936.03	\$ 25.53	\$ 53,093.72	\$ 27.39	\$ 56,966.33	\$ 30.17	\$ 62,763.79	\$ 31.06	\$ 64,596.97	\$ 31.93	\$ 66,407.25
	Plans Examiner	\$ 29.00	\$ 60,311.90	\$ 30.98	\$ 64,436.57	\$ 32.95	\$ 68,538.33	\$ 34.97	\$ 72,731.75	\$ 36.93	\$ 76,810.60	\$ 38.92	\$ 80,958.18	\$ 40.93	\$ 85,128.69
1	Plans Examiner II**	\$ 30.95	\$ 64,378.31	\$ 32.58	\$ 67,766.64	\$ 34.29	\$ 71,333.31	\$ 36.10	\$ 75,087.70	\$ 38.00	\$ 79,039.69	\$ 40.00	\$ 83,199.67	\$ 42.11	\$ 87,578.61
	Project Coordinator*	\$ 28.09	\$ 58,423.26	\$ 28.81	\$ 59,929.81	\$ 29.55	\$ 61,458.52	\$ 30.30	\$ 63,031.54	\$ 31.08	\$ 64,648.87	\$ 31.88	\$ 66,310.51	\$ 32.70	\$ 68,016.46
2	Project Manager	\$ 35.23	\$ 73,281.70	\$ 36.65	\$ 76,237.73	\$ 37.75	\$ 78,529.22	\$ 39.25	\$ 81,645.63	\$ 40.82	\$ 84,899.54	\$ 42.05	\$ 87,466.01	\$ 43.32	\$ 90,101.21
1	Public Works Superintendent	\$ 37.46	\$ 77,910.51	\$ 39.32	\$ 81,783.12	\$ 41.17	\$ 85,632.81	\$ 43.01	\$ 89,459.60	\$ 44.86	\$ 93,309.29	\$ 46.70	\$ 97,136.07	\$ 48.55	\$ 100,985.77
1	Public Works Supervisor	\$ 36.51	\$ 75,948.02	\$ 37.45	\$ 77,897.68	\$ 38.41	\$ 79,891.64	\$ 40.00	\$ 83,192.77	\$ 41.02	\$ 85,319.67	\$ 42.07	\$ 87,513.03	\$ 43.12	\$ 89,684.24
3	Seasonal Worker	\$ 13.58	\$ 28,254.01	\$ 15.43	\$ 32,103.71	\$ 17.29	\$ 35,953.41	\$ 19.14	\$ 39,803.10	\$ 20.99	\$ 43,652.80	\$ 22.79	\$ 47,410.83	\$ 24.68	\$ 51,329.27
	Utilities Inspector	\$ 27.65	\$ 57,516.29	\$ 28.52	\$ 59,326.56	\$ 29.38	\$ 61,113.92	\$ 30.30	\$ 63,015.85	\$ 31.23	\$ 64,963.62	\$ 32.19	\$ 66,957.21	\$ 33.19	\$ 69,042.46
1	Wastewater Operations Manager	\$ 35.54	\$ 73,923.32	\$ 37.12	\$ 77,200.15	\$ 38.77	\$ 80,637.37	\$ 40.48	\$ 84,189.18	\$ 42.29	\$ 87,970.13	\$ 44.18	\$ 91,888.57	\$ 45.01	\$ 93,630.10
	Wastewater Operator 1	\$ 23.54	\$ 48,969.04	\$ 25.39	\$ 52,818.74	\$ 27.23	\$ 56,645.52	\$ 29.10	\$ 60,518.13	\$ 30.94	\$ 64,344.91	\$ 32.77	\$ 68,171.70	\$ 34.61	\$ 71,998.48
1	Wastewater Operator 2	\$ 26.56	\$ 55,247.72	\$ 28.41	\$ 59,097.41	\$ 30.25	\$ 62,924.19	\$ 32.14	\$ 66,842.64	\$ 33.93	\$ 70,577.75	\$ 35.79	\$ 74,450.37	\$ 37.63	\$ 78,277.14
2	Wastewater Operator 3*	\$ 33.66	\$ 70,010.43	\$ 34.50	\$ 71,760.69	\$ 35.36	\$ 73,555.26	\$ 36.25	\$ 75,394.14	\$ 37.15	\$ 77,277.33	\$ 38.08	\$ 79,204.83	\$ 39.04	\$ 81,198.80
NEW POSITIONS (2015)															
1	Accounting Associate	\$ 19.27	\$ 40,078.09	\$ 21.23	\$ 44,156.93	\$ 23.26	\$ 48,373.26	\$ 25.26	\$ 52,543.76	\$ 27.26	\$ 56,691.36	\$ 29.23	\$ 60,793.11	\$ 31.22	\$ 64,940.71
	Accounting Clerk / Utility Billing Clerk 1	\$ 13.85	\$ 28,803.97	\$ 14.69	\$ 30,545.50	\$ 15.52	\$ 32,287.04	\$ 17.54	\$ 36,480.45	\$ 19.52	\$ 40,605.12	\$ 21.54	\$ 44,798.54	\$ 23.51	\$ 48,900.31
1	Accounting Clerk / Utility Billing Clerk 2	\$ 16.68	\$ 34,693.09	\$ 18.67	\$ 38,840.68	\$ 20.66	\$ 42,965.35	\$ 22.66	\$ 47,135.86	\$ 24.63	\$ 51,237.62	\$ 26.67	\$ 55,476.87	\$ 28.67	\$ 59,624.46
	Administrative Assistant 1	\$ 13.41	\$ 27,887.38	\$ 14.23	\$ 29,606.00	\$ 15.06	\$ 31,324.61	\$ 17.09	\$ 35,540.94	\$ 19.06	\$ 39,642.70	\$ 21.05	\$ 43,790.29	\$ 23.06	\$ 47,960.79
1	Administrative Assistant 2	\$ 14.66	\$ 30,499.68	\$ 16.67	\$ 34,670.18	\$ 18.66	\$ 38,817.76	\$ 20.63	\$ 42,919.52	\$ 22.64	\$ 47,090.02	\$ 24.62	\$ 51,214.70	\$ 26.66	\$ 55,453.95
1	Administrative Assistant 3	\$ 26.18	\$ 54,445.69	\$ 26.96	\$ 56,072.65	\$ 27.76	\$ 57,745.44	\$ 28.59	\$ 59,464.05	\$ 29.45	\$ 61,251.40	\$ 30.25	\$ 62,924.19	\$ 31.24	\$ 64,986.53
	Assistant Planner	\$ 26.87	\$ 55,889.33	\$ 28.20	\$ 58,662.03	\$ 29.52	\$ 61,411.81	\$ 30.86	\$ 64,184.51	\$ 32.19	\$ 66,957.21	\$ 33.51	\$ 69,706.99	\$ 34.85	\$ 72,479.69
	Associate City Engineer	\$ 42.90	\$ 89,230.44	\$ 45.04	\$ 93,675.93	\$ 47.29	\$ 98,373.47	\$ 48.96	\$ 101,833.62	\$ 50.67	\$ 105,385.42	\$ 52.44	\$ 109,074.72	\$ 54.02	\$ 112,351.54
	Associate Planner	\$ 34.27	\$ 71,288.12	\$ 35.28	\$ 73,373.37	\$ 36.28	\$ 75,458.62	\$ 37.27	\$ 77,520.95	\$ 38.27	\$ 79,606.21	\$ 39.27	\$ 81,691.46	\$ 40.27	\$ 83,753.79
	Deputy City Clerk	\$ 19.27	\$ 40,078.09	\$ 21.23	\$ 44,156.93	\$ 23.26	\$ 48,373.26	\$ 25.26	\$ 52,543.76	\$ 27.26	\$ 56,691.36	\$ 29.23	\$ 60,793.11	\$ 31.22	\$ 64,940.71
1	Maintenance Worker (Parks)	\$ 18.32	\$ 38,107.41	\$ 18.70	\$ 38,886.51	\$ 19.08	\$ 39,688.53	\$ 19.47	\$ 40,490.55	\$ 19.86	\$ 41,315.49	\$ 20.27	\$ 42,163.33	\$ 20.69	\$ 43,034.10
	Police Clerk	\$ 19.27	\$ 40,078.09	\$ 21.23	\$ 44,156.93	\$ 23.26	\$ 48,373.26	\$ 25.26	\$ 52,543.76	\$ 27.26	\$ 56,691.36	\$ 29.23	\$ 60,793.11	\$ 31.22	\$ 64,940.71
1	Records Manager – Police	\$ 28.76	\$ 59,830.69	\$ 29.33	\$ 60,999.34	\$ 29.91	\$ 62,213.83	\$ 30.51	\$ 63,451.23	\$ 31.11	\$ 64,711.56	\$ 31.70	\$ 65,926.04	\$ 32.38	\$ 67,346.76
1	Senior Planner	\$ 38.69	\$ 80,476.97	\$ 39.89	\$ 82,974.69	\$ 41.08	\$ 85,449.50	\$ 42.28	\$ 87,947.22	\$ 43.62	\$ 90,719.92	\$ 44.95	\$ 93,492.61	\$ 46.29	\$ 96,288.23

29 * New Positions added in 2018
26 w/out ** Temporary 2 year position that will be removed and unfunded after 2020
Seasonals Highlighted positions are funded (Staffed)

CITY OF DUVALL POLICE DEPARTMENT PAY CLASSIFICATIONS - 2020
2.80 % Cost of Living Adjustment over 2019

FTE				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
	Police Recruit	ANNUAL	\$ 62,545.87	\$ 65,014.68						
		HOURLY	\$ 30.06	\$ 31.26						
8	Police Officer	ANNUAL			\$ 68,060.18	\$ 71,481.36	\$ 74,817.02	\$ 79,692.20	\$ 84,332.19	
		HOURLY			\$ 32.72	\$ 34.37	\$ 35.97	\$ 38.31	\$ 40.54	
	Police Corporal	ANNUAL			\$ 69,428.65	\$ 72,913.98	\$ 76,313.79	\$ 81,295.88	\$ 86,021.40	
		HOURLY			\$ 33.38	\$ 35.05	\$ 36.69	\$ 39.08	\$ 41.36	
2	Sergeant	ANNUAL			\$ 90,255.11	\$ 92,521.64	\$ 94,830.94	\$ 97,204.39	\$ 99,641.98	
		HOURLY			\$ 43.39	\$ 44.48	\$ 45.59	\$ 46.73	\$ 47.90	
2	Lieutenant*	ANNUAL			\$ 103,619.11	\$ 106,206.38	\$ 108,857.80	\$ 111,594.75	\$ 114,374.46	
		HOURLY			\$ 49.82	\$ 51.06	\$ 52.34	\$ 53.65	\$ 54.99	
	Commander	ANNUAL			\$ -	\$ -	\$ -	\$ -	\$ -	
		HOURLY			\$ -	\$ -	\$ -	\$ -	\$ -	

12 Highlighted positions are funded
 *Lieutenant Position is classified as Exempt

CITY OF DUVALL NON-UNION PAY CLASSIFICATIONS - 2020

2.08% Cost of Living Adjustment over 2019

FTE			PROBATION PERIOD		STEPS					LONGEVITY PAY		
			A	B	C	D	E	F	G	H	I	J
			10-14 YRS		15-19 YRS		20+ YRS					
	CITY ADMINISTRATOR	ANNUAL	131,556.21	134,187.33	136,871.08	139,608.50	142,400.67	145,248.68	148,153.65			
		MONTHLY	10,963.02	11,182.28	11,405.92	11,634.04	11,866.72	12,104.06	12,346.14			
1	PUBLIC WORKS DIRECTOR	ANNUAL	116,046.68	120,688.55	125,516.10	130,536.73	135,758.21	141,188.53	146,836.08			
		MONTHLY	9,670.56	10,057.38	10,459.67	10,878.06	11,313.18	11,765.71	12,236.34			
1	COMMUNITY DEV. DIRECTOR	ANNUAL	110,076.63	115,870.40	119,306.19	122,598.76	125,919.95	129,241.21	132,591.05			
		MONTHLY	9,173.05	9,655.87	9,942.18	10,216.56	10,493.33	10,770.10	11,049.25			
1	POLICE CHIEF	ANNUAL	110,076.63	115,870.40	119,306.19	122,598.76	125,919.95	129,241.21	132,591.05			
		MONTHLY	9,173.05	9,655.87	9,942.18	10,216.56	10,493.33	10,770.10	11,049.25			
1	FINANCE DIRECTOR	ANNUAL	110,076.63	115,870.40	119,306.19	122,598.76	125,919.95	129,241.21	132,591.05			
		MONTHLY	9,173.05	9,655.87	9,942.18	10,216.56	10,493.33	10,770.10	11,049.25			
1	CITY CLERK	ANNUAL	75,375.73	77,309.09	79,293.33	81,328.45	83,414.45	85,564.04	87,764.51			
		MONTHLY	6,281.31	6,442.42	6,607.78	6,777.37	6,951.20	7,130.34	7,313.71			
	CITY ENGINEER	ANNUAL	97,708.14	102,455.44	107,173.98	111,892.52	116,697.36	121,415.90	126,134.42	727.22	1,454.29	2,181.53
		MONTHLY	8,142.35	8,537.95	8,931.17	9,324.38	9,724.78	10,117.99	10,511.20	60.60	121.19	181.79
	PLANNING MANAGER	ANNUAL	80,794.90	83,879.53	87,863.50	91,847.45	95,831.43	99,815.38	103,799.34	727.22	1,454.29	2,181.53
		MONTHLY	6,732.91	6,989.96	7,321.96	7,653.95	7,985.95	8,317.95	8,649.94	60.60	121.19	181.79
	IT MANAGER	ANNUAL	85,583.21	87,329.78	89,112.02	90,930.64	92,786.38	94,679.96	96,612.22	727.22	1,454.29	2,181.53
		MONTHLY	7,131.93	7,277.48	7,426.00	7,577.55	7,732.20	7,890.00	8,051.02	60.60	121.19	181.79
1	EXECUTIVE ASST TO THE PW DIRECTOR	ANNUAL	68,500.00	69,856.43	71,263.10	72,669.78	74,126.70	75,608.73	77,140.98	727.22	1,454.29	2,181.53
		MONTHLY	5,708.33	5,821.37	5,938.59	6,055.81	6,177.23	6,300.73	6,428.42	60.60	121.19	181.79
0.75	ACCOUNTANT	ANNUAL	66,260.86	68,907.84	71,669.93	74,547.05	77,510.53	80,617.84	83,840.28	727.22	1,454.29	2,181.53
		MONTHLY	5,521.74	5,742.32	5,972.49	6,212.25	6,459.21	6,718.15	6,986.69	60.60	121.19	181.79
	BUILDING OFFICIAL	ANNUAL	60,535.32	64,735.96	68,850.29	73,022.16	77,136.49	81,308.37	85,451.48	727.22	1,454.29	2,181.53
		MONTHLY	5,044.61	5,394.66	5,737.52	6,085.18	6,428.04	6,775.70	7,120.96	60.60	121.19	181.79
	COMMUNITY COORDINATOR	ANNUAL	54,534.56	55,624.79	56,738.69	57,876.32	59,037.63	60,198.96	61,407.68	727.22	1,454.29	2,181.53
		MONTHLY	4,544.55	4,635.40	4,728.22	4,823.03	4,919.80	5,016.58	5,117.31	60.60	121.19	181.79
6.75	FTE Count											

Highlighted positions are funded

EXHIBIT E
City of Duvall
TOTAL DEBT PAYMENT OBLIGATIONS
Principal & Interest
2020-2031 Debt Schedule

	<u>SRF Loan (1)</u> WWTP Construction	<u>Loan (2)</u> Dump Truck	<u>General Obligation Debt</u> Big Rock Ball Field (3) Main Street Project (4)	Total
2020	\$ 334,555.16	\$ 14,983.53	\$ 468,375.00	\$ 817,913.69
2021	\$ 334,555.16	\$ 18,220.17	\$ 469,037.50	\$ 821,812.83
2022	\$ 334,555.16	\$ 18,205.25	\$ 469,451.00	\$ 822,211.41
2023	\$ 334,555.16	\$ 18,189.58	\$ 469,615.50	\$ 822,360.24
2024	\$ 334,556.16	\$ 18,173.13	\$ 469,531.00	\$ 822,260.29
2025	\$ 167,227.78	\$ 18,155.86	\$ 474,197.50	\$ 659,581.14
2026		\$ 18,137.72	\$ 243,490.50	\$ 261,628.22
2027		\$ 18,118.67	\$ 243,261.50	\$ 261,380.17
2028		\$ 18,098.68	\$ 242,908.00	\$ 261,006.68
2029		\$ 18,077.68	\$ 242,430.00	\$ 260,507.68
2030			\$ 246,827.50	\$ 246,827.50
2031			\$ 245,976.00	\$ 245,976.00
Total	\$ 1,840,004.58	\$ 178,360.27	\$ 4,285,101.00	\$ 6,303,465.85

Total Sewer/ Wastewater Debt Obligations	\$ 1,840,004.58
Total Vehicle & Equipment Maintenance (501 Fund)	\$ 178,360.27
Total General Government Obligations (Big Rock / Main Street)	\$ 4,285,101.00

GRAND TOTAL	\$ 6,303,465.85
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Notes on Funding:

- (1) - WWTP construction loan paid by 408 Sewer Capital fund
- (2) - City dump truck [10-year bond] paid by 501 Equipment fund
- (3) - Big Rock Ballfield [9-year bond] paid by Property Tax Levy and REET 1 & 2 funds
- (4) - Main Street [15-year note] Construction funded by 307 Streets, Property Tax Levy and REET 1 & 2 funds

Fund #	Fund Title (annual expense amount)
304	REET 1 (\$81,497 / yr)
305	REET 2 (\$81,497 / yr)
307	Streets Capital (\$81,497 / yr)
408	Sewer Capital
001	General Fund - Property Tax levy (\$225,990 / yr)

Exhibit F

11/22/2019
Version #1

CITY OF DUVALL Hourly Billing Rates

	<u>2020 Rates</u>
Associate Planner	-
Building Official*	-
Planning Admin. Assistant	60
Building Inspector	70
Building Permit Technician	70
Engineering Technician	75
Plans Examiner	75
Project Managers	80
Senior Planner	90
Public Works Superintendent	95
Assistant City Engineer	95
Public Works Crew Time	115
Community Dev Director	125
Public Works Director /City Eng.	140

*Building Official direct cost pass through from outside consultant charges
Hourly rates will be adjusted for individual step increases and promotions
Additional rates to be added as positions are filled

EXHIBIT 2

Budget Notes and Restrictions

1. Sign code update – narrow scope to court case compliance.
2. Duvall Municipal Code changes will be semiannually monitored per the budget.
3. Park Position (hire June 2019) budget appropriation for the position requires supplemental legislative approval prior to any related expenditures of the position, and through a formal legislative action process after consideration of contract work and seasonal labor options to address identified resource capacity needs for parks staff.
4. Streets revenue enhancements and considerations
 - a. Clear and Grade Fee – acreage charge verses cubic yard charge.
 - b. Waste Management Tonnage Fee for WM vehicles.
5. Building/Utilities Inspector is a temporary 2-year position.
6. Temporary Plans Examiner II for 2019-2020 shall be budgeted until the Building Official Certification is acquired. After certification the temporary position will be unfunded and the Building Official position funded.
7. Employee compensation increases outside of the salary steps (1-7) should occur within the preparation of the budget. Staff shall bring forward a salary/compensation and budget impact analysis prior to approval of new salary ranges.
8. Deferred Maintenance for Buildings, with the exception of the Depot Building, will be identified per the outcome of the Governmental Facility Plan.
9. Transportation Benefit District funding source – A 0.2% voted sales tax increase will be placed on the ballot in 2019. If the sales tax option does not pass, at that time Council will revisit the vehicle tab option as a revenue source.
10. Sale of any existing City-owned building will be internally restricted to fund a future City Facility.
11. Staff shall complete a needs and cost analysis prior to proposing a new position.
12. The City will assess additional efficiencies and cost saving initiatives.
13. Updated and expanded financial policies are to be drafted, presented, modified, and approved by the City Council no later than April 30, 2019. These policies will include recommendation and development of a personnel contingency fund, budget stabilization reserve, review and update of General Government Equipment Fund Reserve and Utility Funds Reserve Policies. This process is meant to be collaborative process between the Executive and Legislative Branch. Upon completion of these policies, any new fund restrictions and additional revenue necessary to implement the policies shall be evaluated and implemented as part of the 2nd quarter budget amendment process, or the mid-biennium budget review.
14. During the 2019-20 biennium, after the implementation of the asset management program and completion of the Capital Facilities Analysis, the City shall develop a semi-annual report on

facility maintenance projects completed and those planned within the succeeding 10-years including cost estimates and final cost. The purpose is to ensure transparency and accountability for planning for and executing necessary maintenance of city facilities.

15. Upon completion of the staff workload analysis, departments shall work with administration to evaluate implementation of recommendations, provide a fiscal analysis of the recommendations and report to Council.
16. If deferred maintenance proposed, but not included in the final 2019-2020 becomes necessary due to safety, building usability or other urgent concerns the Council will evaluate those expenditures outside of the budget amendment process upon a staff report and fiscal analysis of projected surplus, reserve and ending fund balances.
17. Administration will provide council with a list of unfunded capital projects (maintenance, etc.) for evaluation of funding should revenues exceed current projections and updated financial policies are implemented quarterly in 2019-2020.
18. Council will discuss the goals of a Government Facilities Plan. Based on this discussion, Council shall be presented with and discuss options regarding the Government Facilities Plan's scope of work and how to best complete the work with minimal bias and financial savings in mind before moving forward.
19. Staff shall evaluate water rates mid-biennium and report to the Mayor and Council on any recommended changes. This evaluation will be completed again after the Water Comprehensive Plan is completed.