

Ordinance No. 00292

[Council meeting minutes of Nov 25 2002](#)

ORDINANCE NO. 292

AN ORDINANCE of the City Council of the City of Lakewood, Washington, adopting the 2003/2004 Biennial Budget with Revenues, Expenditures and Appropriations

WHEREAS, pursuant to RCW 35.34.040, the City of Lakewood has created a biennial budget process to commence January 1, 2003; and,

WHEREAS, pursuant to RCW Chapter 35A.34, the City is required to adopt a budget for the biennium pursuant to the timelines and in accordance with the processes mandated by state law; and,

WHEREAS, a preliminary budget for the fiscal years 2003 and 2004 has been prepared and filed; a public hearing has been held for the purposes of fixing the final budget; and the City Council has deliberated and has made adjustments and changes deemed necessary and proper.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON DO ORDAIN as follows:

Section 1. Adoption of Budget.

The 2003 and 2004 budget for the City of Lakewood, covering the period from January 01, 2003 through December 31, 2004, with revenues and estimated beginning fund balances of \$56,335,670 for 2003 and \$50,387,570 for 2004 and with appropriations and estimated ending fund balances of \$16,641,110 for 2003 and \$14,220,190 for 2004 is hereby adopted.

Section 2. Summary of Revenues and Appropriations.

The budget sets forth totals of estimated revenues and estimated appropriations of each separate fund, and the aggregate totals for all such funds, with a copy of the Revenue Summary All Funds being attached hereto, marked as exhibit "A" and incorporated herein by this reference, and with a copy of the Expenditure Summary All Funds being attached hereto, marked as exhibit "B" and incorporated herein by this reference.

Section 3. Copies of Budget to be Filed.

A complete copy of the final budget as adopted herein shall be transmitted to the Division of Municipal Corporations in the Office of the State Auditor, and to the Municipal Research and Services Center of Washington. Three complete copies of the final budget as adopted herein shall be filed with the City Clerk and shall be available for use by the public.

Section 4. Salary Ranges for New/Changed Employee Positions.

The list of Employee Position Titles, Salaries and Salary Ranges, in accordance with the amounts of employee salaries and costs in the 2003 and 2004 budget, shall be added to and amended to reflect the following:

POSITION/TITLE CHANGES & ADDITIONS

POSITION TITLE	RANGE NUMBER	SALARY RANGE
A. NEW POSITIONS		
<u>Work Crew Leader</u>	18	<u>\$2,615 - \$3,187 monthly</u>
<u>Recreation Leader</u>	N/A	<u>\$10.84 - \$12.69 hourly</u>
<u>Recreation Assistant</u>	N/A	<u>\$9.17 - \$9.92 hourly</u>

B. CHANGES IN COMPENSATION

Work Crew Coordinator	30 25	\$3,316 - 4,042 <u>\$3,003 - 3,661 mo.</u>
Clerical Assistant	N/A	\$6.90 - \$9.72 <u>\$7.01 - \$9.72 hourly</u>

C. CHANGES IN TITLE ONLY

~~Work Crew Supervisor~~ Work Crew Coordinator

Section 5. Salary Range and Salary Adjustments.

Salaries of employees of the City shall be increased by the Merit modifier set forth below, the amounts for which are included in the 2003 and 2004 budget.

A. RANGE ADJUSTMENT

In order for the City to remain competitive in the employment market place, a "Range Adjustment" is hereby authorized and approved whereby all of the established salary ranges for non-represented employment positions of the City shall be adjusted upwards (both upper and lower levels of the salary ranges) by the amount of 1.7% effective January 1, 2003 and 2% effective January 1, 2004, from the respective levels of the prior year's salary ranges. This Range Adjustment shall change the salary ranges for non-represented employment positions, but would not result in a change to the salary of non-represented employees within the salary range, provided, however, that if any non-represented employee's salary falls below the minimum salary in his or her salary range, his or her salary would automatically be increased to the minimum level of the range, and any new employees hired by the City would be hired at salaries within the appropriate range as adjusted by the range adjustment.

B. MERIT MODIFIER and MERIT INCREASES

The salaries of employees of the City who have received a successful evaluation during the 12 month period preceding the effective date of the Merit Modifier, or who have successfully completed their initial six month/probationary employment period, shall be increased by the "Merit Modifier" established hereby, in the amount of 1.7% effective January 1, 2003 and 2% effective January 1, 2004. For purposes hereof, a successful evaluation means an evaluation resulting in any Merit Increase. This shall not apply to any employee compensated at \$60,000 or greater per year as of January 1 of 2003 or 2004.

The range for Merit Increases for successful employee evaluations during the year 2002 shall be between zero and four percent (4%).

Any employee who has reached the maximum salary for his or her position/salary range must successfully pass his or her annual evaluation before becoming eligible to receive the Merit Modifier for the following year. However, no employee's salary may exceed the maximum amount of his or her salary range.

C. SALARY SCHEDULE ON FILE WITH CITY CLERK

A copy of the Salary Schedule that shall be in effect as of January 1, 2003 and January 1, 2004 shall be on file in the offices of the City Clerk, which salary schedule shall reflect the changes and adjustments made thereto in the 2003 and 2004 Budget.

Section 6. Remainder of Plan Unchanged.

The City of Lakewood Employee Compensation and Benefits Plan shall remain unchanged, except as amended herein.

Section 7. Severability.

If any sections, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property or circumstance, such invalidity or unconstitutionality or inapplicability shall not effect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance or its application to any other person, property or circumstance.

Section 8. Effective Date.

This Ordinance shall be in full force and effect for the fiscal years 2003 and 2004 and five (5) days after publication as required by law.

ADOPTED by the City Council this 25th day of November, 2002.

CITY OF LAKEWOOD

Attest:

Bill Harrison, Mayor

Alice M. Bush, CMC, City Clerk

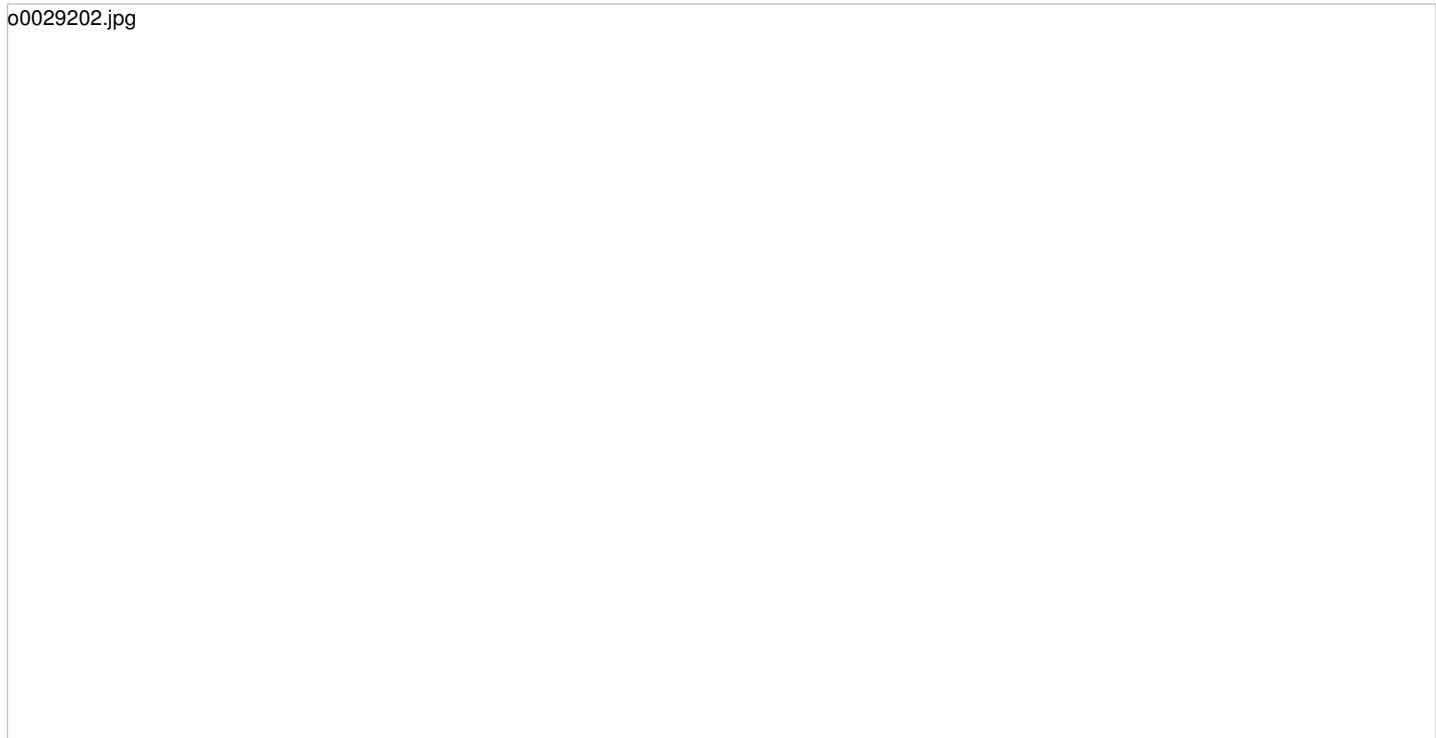
Approved as to Form:

Heidi Ann Wachter, City Attorney

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