

ORDINANCE NO. 23-1274

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LAKE FOREST PARK, WASHINGTON, AMENDING THE
2023 BUDGETED POSITIONS AND SALARY SCHEDULE
INCORPORATED IN ORDINANCE 1256 ADOPTING THE
2023-2024 BIENNIAL BUDGET; PROVIDING FOR
SEVERABILITY, AND ESTABLISHING AN EFFECTIVE
DATE**

WHEREAS, State law, Chapter 35A.34 RCW provides for the biennial adoption of the City's budget and provides procedures for filing of the proposed budget, deliberations, public hearings, final fixing, and any subsequent adjustments to the budget; and

WHEREAS, a budget for the 2023-2024 biennium has been adopted by ordinance and the adopted 'budget package' includes budgeted positions and a salary schedule; and

WHEREAS, the City's Financial Policies require that all employment positions, regular, full-time, part-time, limited-term, temporary or otherwise, are included on the adopted budgeted positions and salary schedule; and

WHEREAS, to maintain proper service levels in the Police Department, there is a need to hire three additional limited term Police Officers

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. SALARY SCHEDULE AMENDMENT AUTHORIZED. The 2023 Budgeted Positions and Salary Schedule is revised as shown in Exhibit A attached hereto.

Section 2. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. SEVERABILITY. Should any portion of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 4. EFFECTIVE DATE. This ordinance shall take effect five (5) days after passage and publication.

APPROVED BY A MAJORITY of the Lake Forest Park City Council this 10th day of August 2023.

APPROVED:

Jeff Johnson
Mayor

ATTEST/AUTHENTICATED:



Matt McLean
City Clerk

APPROVED AS TO FORM:



Kim Adams Pratt
City Attorney

Introduced: July 24, 2023
Adopted: August 10, 2023
Posted: August 15, 2023
Published: August 15, 2023
Effective: August 20, 2023

Exhibit A

2023 Budgeted Positions and Salary Schedule Amended

Amounts on this schedule are monthly

Amended per Police Guild Memorandum of Agreement, including Lieutenants effective 6/1/23

Amended per Teamsters Contract Agreement adopted 6/8/23

Amended FTE for Police Officers (3 additional limited term Police Officers highlighted)

| | FTE | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|--------------------------------|-------------|---------------|--------|--------|--------|--------|--------|
| Legislative | | | | | | | |
| Councilmembers | 7.00 | | | | | | 600 |
| Executive | | | | | | | |
| Mayor | 0.50 | | | | | | 3,000 |
| City Administrator | 1.00 | | | | | | 16,509 |
| Human Resources Director | <u>1.00</u> | 7,905 | 8,432 | 8,959 | 9,486 | 10,013 | 10,540 |
| | <u>2.50</u> | | | | | | |
| Judicial | | | | | | | |
| Municipal Court Judge | 0.60 | | | | | | 16,604 |
| Court Administrator | 1.00 | 6,957 | 7,421 | 7,885 | 8,349 | 8,813 | 9,277 |
| Court Clerk | 2.50 | 4,377 | 4,669 | 4,961 | 5,252 | 5,544 | 5,836 |
| Probation Officer | 0.20 | 5,585 | 5,957 | 6,330 | 6,702 | 7,074 | 7,447 |
| Pro-tem Judges | <u>4.30</u> | \$65 per hour | | | | | |
| Municipal | | | | | | | |
| City Clerk | 1.00 | 7,009 | 7,475 | 7,943 | 8,411 | 8,878 | 9,345 |
| Deputy City Clerk | 1.00 | 5,683 | 6,061 | 6,440 | 6,819 | 7,198 | 7,577 |
| Records Mgmt. & Office Support | 0.85 | 4,262 | 4,546 | 4,830 | 5,114 | 5,398 | 5,683 |
| Receptionist / Office Clerk | 1.00 | 4,130 | 4,406 | 4,682 | 4,957 | 5,233 | 5,507 |
| Passport Clerk | <u>1.00</u> | 3,698 | 3,944 | 4,190 | 4,438 | 4,684 | 4,930 |
| | <u>4.85</u> | | | | | | |
| Finance | | | | | | | |
| Finance Director | 1.00 | 9,483 | 10,115 | 10,747 | 11,379 | 12,012 | 12,643 |
| Accounting Supervisor | 1.00 | 6,665 | 7,109 | 7,553 | 7,998 | 8,442 | 8,886 |
| Finance Specialist | 2.00 | 4,906 | 5,233 | 5,560 | 5,887 | 6,214 | 6,541 |
| Information System Manager | 1.00 | 8,157 | 8,700 | 9,244 | 9,788 | 10,332 | 10,876 |
| Accounting Clerk | <u>0.60</u> | 4,342 | 4,632 | 4,921 | 5,210 | 5,500 | 5,789 |
| | <u>5.60</u> | | | | | | |
| Planning | | | | | | | |
| Planning Director | 1.00 | 9,133 | 9,742 | 10,350 | 10,960 | 11,569 | 12,177 |
| Senior Planner | 1.00 | 6,688 | 7,135 | 7,580 | 8,026 | 8,471 | 8,918 |
| Assistant Planner | 1.00 | 5,065 | 5,402 | 5,740 | 6,078 | 6,415 | 6,753 |
| Arborist | <u>0.75</u> | | | | | | 7,802 |
| | <u>3.75</u> | | | | | | |
| Building | | | | | | | |
| Building Official | 1.00 | 7,176 | 7,654 | 8,132 | 8,611 | 9,089 | 9,568 |
| Permit Technician | <u>0.75</u> | 4,586 | 4,891 | 5,197 | 5,502 | 5,808 | 6,113 |
| | <u>1.75</u> | | | | | | |
| Emergency Management | | | | | | | |
| Emergency Manager | <u>1.00</u> | 7,848 | 8,062 | 8,276 | 8,490 | 8,704 | 8,918 |
| | <u>1.00</u> | | | | | | |

Police

| | | | | | | | | |
|-----------------------------|-------|-------|-------|-------|-------|--------|--|--------|
| Police Chief | 1.00 | | | | | | | 15,129 |
| Lieutenant | 2.00 | 8,316 | 8,871 | 9,425 | 9,979 | 10,534 | | 11,898 |
| Sergeant 2 | 4.00 | | | | | | | 9,475 |
| Sergeant 1 | 0.00 | | | | | | | 9,002 |
| Police Officer | 9.00 | 6,409 | 6,916 | 7,467 | 8,009 | | | |
| Limited Term Police Officer | 3.00 | 6,409 | 6,916 | 7,467 | 8,009 | | | |
| Detective | 2.00 | 7,050 | 7,608 | 8,213 | 8,810 | | | |
| Traffic | 1.00 | 6,730 | 7,262 | 7,840 | 8,409 | | | |
| K-9 | 1.00 | 6,730 | 7,262 | 7,840 | 8,409 | | | |
| Support Services Officer | 1.00 | 5,093 | 5,457 | 5,820 | 6,193 | | | |
| Records Specialist | 2.00 | 4,914 | 5,089 | 5,264 | 5,436 | 5,609 | | 5,784 |
| Domestic Violence Advocate | 0.35 | 4,823 | 5,145 | 5,466 | 5,788 | 6,110 | | 6,431 |
| | 26.35 | | | | | | | |

Public Works (Streets, Surface Water, Sewer, and Parks Maintenance)

| | | | | | | | |
|---|-------|--------|--------|--------|--------|--------|---------------------------------------|
| Public Works Director | 1.00 | 10,683 | 11,003 | 11,691 | 12,378 | 13,066 | 13,754 |
| Senior Project Manager | 1.00 | 7,500 | 7,912 | 8,407 | 8,902 | 9,397 | 9,891 |
| Project Manager | 1.00 | 6,461 | 6,892 | 7,322 | 7,753 | 8,184 | 8,614 |
| Public Works Superintendent | 1.00 | 6,077 | 6,483 | 6,887 | 7,292 | 7,698 | 8,102 |
| Environmental & Sustainability Specialist | 1.00 | 5,746 | 6,129 | 6,512 | 6,896 | 7,279 | 7,662 |
| PW Admin. Assistant | 0.50 | 4,534 | 4,836 | 5,137 | 5,441 | 5,742 | 6,044 |
| Lead Maintenance Worker | 2.00 | 6,085 | 6,300 | 6,514 | 6,729 | 6,944 | 7,159 |
| Maintenance Worker | 4.00 | 5,660 | 5,860 | 6,060 | 6,260 | 6,460 | 6,659 |
| Seasonal Maintenance Worker | 1.00 | | | | | | Seasonal up to 1.0 FTE at Market Rate |
| | 12.50 | | | | | | |

Total Positions in Budget 62.60