



# BUCKLEY CITY COUNCIL AGENDA

Tuesday, December 9, 2025, at 6:00 P.M.

Multi-Purpose Center, 811 Main Street

Next Ordinance #14-25, Next Resolution #25-07, Next Agenda Bill #25-060

Or Via Zoom:

<https://us02web.zoom.us/j/83366597529?pwd=N2hMTmh5eEZ4TGpJd2dwbFp0cnkvdz09>

Call-in Number: 253-215-8782

Meeting ID: 833 6659 7529 Meeting Passcode: 863441

---

## A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll call
3. Agenda Modifications
4. Announcements, Appointments and Presentations
  - a. Street Naming Presentation – Philipp Wall
  - b. Street Naming Presentation – Madden Family
  - c. 2024 Audit Exit Conference

## B. PUBLIC COMMENTS - *Time Limit of Three Minutes* (Citizens wishing to speak are Encouraged to sign up at City Hall by Wednesday prior to the Council Meeting)

## C. COMMITTEE REPORTS

1. Mayor's Report Burkett

## D. CONSENT AGENDA

- a. Approve Minutes of June 3, 2025, City Council Study Session
- b. Approve Minutes of June 24, 2025, City Council Meeting
- c. Approve Minutes of July 1, 2025, City Council Study Session
- d. Approve Minutes of September 2, 2025, City Council Study Session
- e. Approve Minutes of September 23, 2025, City Council Meeting
- f. Claims and Payroll

## E. REGULAR AGENDA

### 1. ORDINANCES

- a. ORD No. \_\_\_\_: Adopting the 2026 City Employee Salary Scale
- b. ORD No. \_\_\_\_: Amending the 2025-2026 City Budget

## F. STAFF REPORTS

1. City Administrator Update

## G. PUBLIC COMMENTS - *Time Limit of Three Minutes*

## H. COUNCIL MEMBER COMMENTS & GOOD OF THE ORDER

- a. Potential Executive Session (Potential Litigation and Personnel)

## I. ADJOURNMENT

## **B. PUBLIC COMMENTS**

## **C. COMMITTEE REPORTS**

## **D. CONSENT AGENDA**

**CITY COUNCIL  
STUDY SESSION  
June 3, 2025**

**ATTENDEES:** Council members Smith, Arsanto, Bergerson and Anderson (Via Zoom).

Also, in attendance were: Mayor Burkett, City Administrator Brunell, Public Services Director Banks, City Engineer Miller, Police Records Clerk Burkett, Senior Planner Farnsworth and Deputy Clerk Clark.

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:00 PM.

**Comp Plan Final Review:**

City Administrator Brunell and Senior Planner Farnsworth spoke to the Council regarding the May 27, 2025, public hearing to review proposed Comprehensive Plan amendments from comments received by the Washington State Department of Commerce. So far, there are four issues that have been reviewed by Council based on the feedback.

- Land Use and planning tools to reduce and mitigate wildfire risk.
- Accommodating growth for emergency housing.
- Identifying areas that have a high risk of residential displacement.
- Including a direct reference to the Racially Disparate Impact report in the Housing element.

Staff recommend reevaluating the adopted Urban High Density and holding an additional public hearing specifically focused on this issue. The Council agreed.

**ADU Code Planning Commission Recommendations:**

Senior Planner Farnsworth updated the Council that over the last several meetings the Planning Commission has been discussing ADUs and what makes sense for Buckley to follow the new state law.

Discussions have included:

- ADU Design Guidelines
- ADU Building Standards
- ADU Size Requirements
- ADU Utility Standards
- ADUs as Short-Term Rentals
- ADU Setbacks

A memo was included by Mr. Farnsworth in the packet Planning Commission recommendations. The Planning Commission will have the Council review the recommendations and have Council evaluate further ADU code.

**6 Year STIP Review:**

City Engineer Miller gave an annual update to the 2026-2031 Six-Year Transportation Improvement Plan (STIP). This year there are 26 projects planned for and the total cost for these projects will total up to 47 million dollars. This is not all the projects in the City, there is also a Twenty-Year Transportation Plan that we will maintain. City Engineer Miller spoke on options for funding for some of these projects. Council members asked questions regarding the projects and especially regarding the roundabouts.

**New Logo:**

Mayor Pro Tem Smith spoke on the idea of the new logo and the negative posts on social media. Mayor Burkett spoke about why he wants to change the logo and that it is way overdue. The example given to Council in the packet has kept the same concept, just updated.

Estimated costs would total \$13,138.23. This would include:

- City Signs
- Parks Signage
- City Vehicles
- Issued Clothing
- Name Tags
- City Flag

Implementation options could include minimal rollout, moderate rollout, and a complete rollout. Council member Anderson said she would like to keep more maroon and gold colors to represent White River School District.

With nothing further, the Study Session was adjourned at 7:31 PM.

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Mayor

Prepared by: Jessica Clark, Deputy Clerk

**City Council  
June 24, 2025**

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:00 PM.

Upon roll call the following members were present: Smith, Anderson (Via Zoom), Bergerson, Arsanto, Green and Burbank

Also present were: City Administrator Brunell, Director of Parks and Recreation Snodgrass, Public Services Director Banks, Senior Planner Farnsworth and Deputy Clerk Clark.

**Council member Arsanto moved to excuse Council member Bender. Council member Bergerson seconded the motion. Motion carried.**

Mayor Pro Tem Smith asked if there were any other additions, deletions, or changes to the agenda.

**Council member Arsanto moved to approve the agenda as amended. Council member Green seconded the motion. Motion carried.**

#### **CITIZEN PARTICIPATION**

**Sandra Anderson** – Ms. Anderson stated that in May she gave the Council a senate bill regarding pollinators and beehives. Ms. Anderson is asking the Council to change the Buckley Municipal Code regarding this and the location of beehives to property lines.

**Donna Garland** – Ms. Garland from the Buckley Foodbank updated that from Feb. – May the Foodbank has served 5,051 people. Please continue to donate if you can.

#### **COMMITTEE REPORTS**

##### **Admin/Finance/Public Safety Committee**

Council member Smith shared that the Admin/Finance/Public Safety Committee met and they discussed:

- Civil Service Lists to Hire New Police Officers
- Fire Dept. has an Updated Seal and Mascot
- Talked about BMC Code for Fireworks

#### **CONSENT AGENDA**

**Council Member Arsanto moved to approve the Consent Agenda. Council member Bergerson seconded the motion. Motion carried.**

## **REGULAR AGENDA**

### **PUBLIC HEARING: COMPREHENSIVE PLAN**

Mayor Pro Tem Smith convened the Public Hearing at 6:10 PM.

**Josh Hosford** – Mr. Hosford spoke on that he submitted a detailed letter to the Council that is related to properties that front Mundy Loss Road and the retention pond on the corner of 410 and Mundy Loss and spoke on a few parcels and the zoning regarding these parcels.

Upon no further testimony, Mayor Pro Tem Smith closed the Public Hearing and reconvened the Council meeting at 6:14 PM.

### **PUBLIC HEARING: 2026-2031 SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN**

Mayor Pro Tem Smith convened the Public Hearing at 6:15 PM.

Upon no testimony, Mayor Pro Tem Smith closed the Public Hearing and reconvened the Council meeting at 6:16 PM.

### **RES NO. 25-04: Adopting the 2026-2031 Six-Year Transportation Improvement Plan**

Council member Arsanto moved to Approve Resolution No. 25-04 Adopting the 2026-2031 Six-Year Transportation Improvement Plan. Council member Bergerson seconded the motion. Motion carried.

### **Consultant Services Agreement – Todd Davis, M.D.**

Council member Arsanto moved to approve the Consultant Agreement between the City of Buckley and Todd Davis, M.D as Advising Physician for the Buckley Fire Department. Council member Green seconded the motion. Motion carried.

## **STAFF REPORTS**

### **Parks & Recreation**

Director of Parks and Recreation Snodgrass updated on the last 6 months in the Parks Dept., Senior Center and Youth Center. The new trailhead with the bathrooms is going smoothly.

The Senior Center cannot operate without volunteers for such things as helping with food and driving the van. At the Youth Center Ms. Snodgrass let everyone know how many kids they have had since the beginning of the year and that the last day of school at Youth Center went really well.

In the packet is a flyer with upcoming events such as:

- Tunes by the Trail

- National Night Out
- Ribbon Cutting at the Doc Tait Pavilion
- Community Cinema
- Beautify Buckley

City Administrator Brunell introduced Pierce County Council Member Dave Morrell. She also let the Council know that Mayor Burkett, Police Chief Alfano and Fire Chief Skogen are in Vancouver, WA for a Lahar/ Volcano Training.

**Council Member Comments & Good of the Order:**

Council Member Arsanto wanted to say that when he came through town the parks and everything looked nice, all freshly mowed.

**Council member Arsanto moved to adjourn. Council member Green seconded the motion. Motion carried.**

**With nothing further, the meeting was adjourned at 6:27 PM.**

---

Mayor

---

City Administrator

Prepared by: Jessica Clark, Deputy Clerk

**CITY COUNCIL  
STUDY SESSION  
July 1, 2025**

**ATTENDEES:** Council members Green, Smith, Arsanto, Burbank, Anderson and Bergerson.

Also, in attendance were: Mayor Burkett, City Administrator Brunell and Deputy Clerk Clark.

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:00 PM

**Pump Track:**

City Administrator Brunell introduced Jalen Johansen to speak and reminded the Council that the pump track concept was last discussed at the Council Study Session on Dec. 3, 2024. The pump track would be located between Jefferson Ave. and the Veteran's Memorial. Mr. Johansen has started a new non-profit Pedals for the People, along with the City they have all come up with a draft agreement for Council to consider. Ms. Brunell spoke on the donation and construction agreement, Pedals for the People responsibilities and the City's commitments.

Mr. Johansen updated Council on the current fundraising for the pump track, and the first event will be November 22, 2025, at the Buckley Eagles and hoping to raise enough money from this event to get started on design and engineering.

Council member Burbank asked about the maintenance commitment from the City, and Ms. Brunell confirmed it will come out of the Parks Department budget which is based out of the general fund. Ms. Burbank also asked if there would be lighting and Mr. Johansen answered that this is something that will be figured out during permitting but would assume they would need lighting.

Council member Green asked what the estimated maintenance cost annually would be and Mr. Johansen stated that the costs wouldn't be anymore than they currently are and could possibly be less because most of it will be asphalt and it would just be mowing around the asphalt.

Council member Bergerson asked questions about location, and she would prefer to see other options for the location. Ms. Brunell and Mr. Johansen shared their opinions on why this location works the best.

This will be brought forward at a later Council meeting for vote.

**Food Bank Agreement Review:**

City Administrator Brunell shared with Council the proposed agreement for Buckley Foodbank that has been located in Buckley Hall for nearly 40 years without a formal agreement for occupying the Buckley Hall. This has created challenges in managing building operations, maintenance, and long-term planning. Right now, the City's General Fund, which also supports police, planning, parks and administrative services, is currently used to fully subsidize the Food Bank's facility use. Staff has presented Council with and estimated monthly cost to operate Buckley Hall and a percentage for Councils consideration for Foodbank to pitch in. The draft included in the packet includes different options the Council could consider moving forward with the agreement.

Mel and Donna Garland from the Buckley Foodbank addressed Council and their concerns with being charged for the space in Buckley Hall. The Buckley Foodbank is ran all volunteers and has been worried about applying for grants as the Foodbank is not able to apply for a grant writer and the amount of donations received is not enough to pay for the space in Buckley Hall. Mr. Garland broke down the costs

of running the Foodbank. Mr. and Mrs. Garland raised concerns about the maintenance at Buckley Hall and gave an example that the flooring is coming up.

Council gave their opinions on what they thought would be fair and fully stand behind the City continuing to subsidize the Foodbank.

**Logo Review:**

City Administrator Brunell shared the memo to Council regarding the logo redesign that was under the direction of Mayor Burkett with a simplified and more modern logo that reflects Buckley today.

Staff and Council discussed the logo options and the implementation options for the rollout of the new logo and the costs associated with that. Ms. Brunell explained that the cost will come from the utility department and general funds.

Council all agreed with a moderate rollout and that option C was the best option for the new logo design. Council will consider formal adoption of the new logo at an upcoming Council meeting.

**City Council Comments:**

Council member Smith spoke about the Buckley Log Show and what a great attendance there was, and it seemed like a bigger turnout than in past years.

City Administrator Brunell spoke about the delay of the ribbon cutting at the updated Buckley City Hall and the ribbon cutting next week is to be decided depending on when the handrails get delivered and installed.

With nothing further, the Study Session was adjourned at 7:22 PM.

---

City Administrator

---

Mayor

Prepared by: Jessica Clark, Deputy Clerk

**CITY COUNCIL  
STUDY SESSION  
September 2, 2025**

**ATTENDEES:** Council members Green, Bender, Smith, Arsanto, Anderson (Via Zoom) and Bergerson.

Also, in attendance were: Mayor Burkett, City Administrator Brunell, Public Services Director Banks, Senior Planner Farnsworth, Police Records Clerk Burkett, City Clerk Zumek (Via Zoom) and Deputy Clerk Clark.

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:00 PM.

**Pump Track Donation:**

This item last came before Council on July 1, 2025, with the draft donation and construction agreement. The City Attorney has reviewed the final version of the agreement between the City of Buckley, Jalen Johansen and the non-profit Pedals for the People.

Council member Bergerson would like to see another location by Miller Park or Elk Heights Park and not located next to the Veterans Memorial and Jefferson Street. Mr. Johansen explained cars will be driving down Highway 410 and will be able to see it and stop and hopefully also bring traffic to the businesses. That is why this location was selected. Council member Green added that he likes the location that has been chosen. Council member Smith and Mayor Burkett both agreed with the chosen location and are thankful for this donation.

Council member Bender asked about the upkeep of the pump track, Mr. Johansen and City Administrator Brunell explained it will be done through our Parks Dept. and that it will be the same amount of upkeep.

Council member Anderson agreed she also likes the chosen location. Council would like to bring this forward to next week's Council meeting to vote on.

**Administrative Policies & Procedures:**

City Clerk Zumek explained that in 2023, the City started revising and updating its Administrative and Personnel Policies and Procedures. This came about because of policies we didn't have or minor updates on existing policies. This can be brought forward at a later time so Council can have time to review it over the next couple of weeks. Ms. Zumek added that if Council has any questions, they can contact her at any time. Most of the policies have been reformatted to make it easier for the City to amend just one policy at a time.

Council asked questions regarding the minor changes and agreed they would like time to review this further.

**Development Code Updates:**

Sarah Lutkin from Frameworks Consulting spoke to Council that several months ago Council reviewed the development code updates regarding ADUs and no changes have been made to this code. Other items that need to be discussed are:

- STEP housing definitions
- Existing and new use table
- Residential Dimensions
- Urban High-Density Workshop
- Middle-Housing Preference Survey

Council discussed each topic and Senior Planner Farnsworth answered their questions. Council discussed storage units, and grandfathering in the ones that are here, but trying to not allow any others.

Ms. Lutkin updated Council on what the opinion of the Planning Commission was and what they discussed on each topic.

**City Council Comments:**

Council member Green thought that this was a productive Study Session.

Mayor Burkett updated that WSDOT had a meeting today with Pierce County and there are still no updates on the White River Bridge and when it will reopen.

With nothing further, the Study Session was adjourned at 7:40 PM.

---

City Administrator

---

Mayor

Prepared by: Jessica Clark, Deputy Clerk

**City Council**  
**September 23, 2025**

Mayor Burkett called the regularly scheduled meeting to order at 6:00 PM.

Upon roll call the following members were present: Smith, Bergerson, Anderson (Via Zoom), Arsanto, Green, and Burbank.

Also present were: City Administrator Brunell (Via Zoom), Police Chief Alfano, Public Services Director Banks, Director of Parks and Recreation Snodgrass, Senior Planner Farnsworth, Police Records Clerk Burkett, Mayor Burkett (Via Zoom) and Deputy Clerk Clark.

**Council member Burbank moved to excuse Council member Bender. Council member Arsanto seconded the motion.**

Mayor Burkett asked if there were any other additions, deletions, or changes to the agenda.

**Council member Arsanto moved to approve the agenda as amended. Council member Green seconded the motion. Motion carried.**

**REGULAR AGENDA**

**ORD NO. 08 -25: Amending BMC 3.50.040 Park Impact Fees**

Council member Arsanto moved to Approve Ord. No. 08-25: Amending BMC 3.50.040 Park Impact Fees. Council member Green seconded the motion. Upon roll call vote, motion\_carried\_6/0.

**RCO Grant Agreement – Courts at Miller Park**

Council member Arsanto moved to Approve the RCO Grant Agreement for Funding the Courts at Miller Park. Council member Green seconded the motion. Motion carried.

**Transit Service Financial Partnership Agreement Between the City of Buckley and Pierce Transit**

Council member Arsanto moved to Approve Transit Service Financial Partnership Agreement Between the City of Buckley and Pierce Transit. Council member Green seconded the motion. Motion carried.

**MOU Buckley Police Guild 2026 CBA Rollover**

Council member Arsanto moved to Approve MOU Buckley Police Guild 2026 CBA Rollover. Council member Burbank seconded the motion. Motion carried.

**Administrator Banks Employment Contract – 2025 Draft**

Council member Burbank moved to Approve Administrator Banks Employment Contract – 2025 Draft. Council member Bergerson seconded the motion. Motion carried.

**STAFF REPORTS**

**Development Code Updates**

Senior Planner shared that Frameworks Consulting was at the meeting if Council had any questions and that this was the code updates that was presented to Council at a prior Study Session.

Council member Bergerson stated she would like to discuss this further at another Study Session regarding one of the updates.

**City Administrator Update**

City Administrator Brunell deferred to the new Interim City Administrator Banks. Mr. Banks wanted to thank Ms. Brunell, City Council and Mayor Burkett for this opportunity.

**Council Member Comments & Good of the Order:**

Council member Bergerson wanted to thank Mr. Banks for stepping up as Interim City Administrator and added the City is lucky to have him.

Council member Burbank asked about closing River Ave. by Dieringer for parking and Ms. Brunell said that we haven't been updated yet on the transit route. Mayor Burkett added that he has talked to Mr. Banks about striping.

Council member Smith spoke about Glacier Middle School and parents turning left off C Street and Main Street during kid drop off and pick up.  
Council member Arsanto mentioned that the speed watch sign that was on Park Ave. is not there anymore.

Council member Arsanto moved to adjourn. Council member Green seconded the motion. Motion carried.

With nothing further the meeting was adjourned at 6:35 PM.

---

Mayor

---

City Administrator

Prepared by: Jessica Clark, Deputy Clerk

<b>CITY OF BUCKLEY</b>			
<b>Payroll and Claims/Treasurer Checks -November 2025</b>			
<b>December 9, 2025 Council Meeting</b>			
<b>FUND #</b>	<b>FUND NAME</b>	<b>AMOUNT</b>	<b>ITEM</b>
001	General Fund	\$ 426,124.76	Payroll
		\$ 183,348.73	Claims/Treasurer Checks
003	GF Cumulative Reserve	\$ -	Claims/Treasurer Checks
004	Cemetery	\$ -	Claims/Treasurer Checks
007	Police Equip. Maintenance Reserve	\$ -	Payroll
		\$ 6,295.55	Claims/Treasurer Checks
008	Railroad ROW	\$ -	Payroll
		\$ -	Claims/Treasurer Checks
030	Fire Equipment & EMS Reserve	\$ 1,729.77	Claims/Treasurer Checks
035	Park Construction	\$ 2,474.03	Claims/Treasurer Checks
101	Street Operations	\$ 7,293.99	Payroll
		\$ 53,059.48	Claims/Treasurer Checks
102	Street Capital Improvement	\$ 40,014.21	Claims/Treasurer Checks
103	Transportation Benefit District	\$ -	Claims/Treasurer Checks
105	EMS	\$ 71,887.51	Payroll
		\$ 15,298.89	Claims/Treasurer Checks
109	Criminal Justice		Payroll
			Claims/Treasurer Checks
134	Fire Dept Facility Maint & Cap Imp	\$ 1,947.60	Claims/Treasurer Checks
136	Visitor Promotion	\$ 5,787.74	Claims/Treasurer Checks
202	Fire Station Construction Bond	\$ 219,960.00	Claims/Treasurer Checks
307	Capital Improvement	\$ 3,298.73	Claims/Treasurer Checks
308	Comp Plan Capital Improvements		Payroll
		\$ -	Claims/Treasurer Checks
401	Natural Gas Operations	\$ -	Claims/Treasurer Checks
402	Water Sewer Operations	\$ 114,602.03	Payroll
		\$ 56,998.09	Claims/Treasurer Checks
403	Solid Waste	\$ -	Claims/Treasurer Checks

FUND #	FUND NAME	AMOUNT	ITEM
405	Sewer Construction	\$ 7,866.52	Claims/Treasurer Checks
406	Water Construction	\$ 32,526.76	Claims/Treasurer Checks
407	Storm Drain Operation & Maint	\$ 33,252.90	Payroll
		\$ 12,015.11	Claims/Treasurer Checks
408	Stormwater Construction	\$ 5,263.21	Claims/Treasurer Checks
430	Utility Equipment Reserve	\$ -	Claims/Treasurer Checks
631	Municipal Court Trust	\$ -	Claims/Treasurer Checks
632	Custodial Activities	\$ 8,132.66	Claims/Treasurer Checks
	Total Payroll	\$ 653,161.19	
	Total Claims & Treasurer Checks	\$ 656,017.08	
	Date Approved by Council -		Finance Director, Sandi Hines
Payroll =	November - mid-month draw & end of month		
Claims =	November- all batches		

## **D. REGULAR AGENDA**



# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

ITEM INFORMATION			
<b>SUBJECT:</b>  <b>ORD No. ____-25: Adopting the 2026 City Employee Salary Scales</b>	<b>Agenda Date: December 9, 2025      AB25-060</b>		
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator		
	City Attorney		
	City Engineer		
	City Clerk		
	Finance Dept		
	Building Official		
	Fire Dept		
	Parks & Recreation		
	Building & Planning		
	Police Dept		
	Municipal Court		
	PW/Utilities		
Cost Impact:			
Fund Source:			
Timeline:			
<b>Staff Contact:</b> Finance Director Sandi Hines			
<b>Attachments:</b> Ordinance w/exhibit			
<p>SUMMARY STATEMENT: The updated Exempt &amp; Hourly Salary Scale for 2026 is being presented for consideration proposes the following changes:</p> <ul style="list-style-type: none"> <li>Establishes a 3.5% COLA for all exempt employees; and</li> <li>Establishes a 3.5% COLA for part-time and seasonal wage rates and sets the lowest hourly rate to the new State minimum wage rate effective January 1, 2026.</li> </ul> <p>Also included with the Ordinance and exhibit are the salary scales for the IUOE Local 302, Police Guild, and IAFF Local 3520. These contracts include COLAs at the following rates:</p> <ul style="list-style-type: none"> <li>IUOE Local 302 is a 4% COLA for 2026</li> <li>Police Guild is a 3.5% COLA for 2026; and</li> <li>IAFF Local 3520 is a 2.7% COLA for 2026.</li> </ul>			
<b>COMMITTEE REVIEW AND RECOMMENDATION:</b>			
<b>RECOMMENDED ACTION: MOVE to Approve Ordinance No. 14-25 Adopting the 2026 City Employee Salary Scales.</b>			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	

**CITY OF BUCKLEY, WASHINGTON**

**ORDINANCE NO. \_\_\_\_-25**

**AN ORDINANCE OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON, ADOPTING  
THE CITY'S 2026 CITY EMPLOYEE SALARY SCALE AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, in December 2003, the City Council adopted a salary scale for exempt employees by Resolution; and

**WHEREAS**, in July 2012, the City Council modified the salary scale to add all City employees' salaries to the scale to include exempt, those covered by bargaining unit contracts, part-time and hourly, and adopted the scale by Ordinance; and

**WHEREAS**, the City Council desires to compensate exempt and hourly employees with a fair and equitable wage comparative with other public agencies for the position and duties assigned and to reflect increases in cost of living; and

**WHEREAS**, the Consumer Price Index published by the Bureau of Labor indicates that the Seattle-Tacoma-Bellevue CPI Index from August 2024 to August 2025 reflected a change of 2.8%; and

**WHEREAS**, the City Council has reviewed revenues and expenditures for 2025-2026 and determined that due to the current economic climate and concern over limited resources that wage and salary increases for exempt and hourly employees must be fair but also reflect current conditions; and

**WHEREAS**, based on the analysis, the City Council has determined that cost of living increases for exempt employees shall be 3.5% and hourly employees shall be 3.5% for 2026; and

**WHEREAS**, Washington State voters approved an increase in the State's minimum wage through passage of Initiative 1433 in 2016 and pursuant to this initiative, beginning January 1, 2026, the minimum wage will increase to \$17.13. The City's salary scale for exempt and hourly employees has been adjusted to incorporate this new minimum wage.

**NOW THEREFORE THE CITY COUNCIL OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON,  
DO ORDAIN AS FOLLOWS:**

**Section 1.** The City Council hereby adopts Exhibit A, entitled "2026 City Employee Salary Scales," attached and incorporated by this reference as if set forth in full, representing the salary ranges for the designated positions classifications. Newly hired employees will be placed at the first step of the salary range assigned to a classification, unless the Mayor approves a salary step exception for reasons of recruiting difficulties, or because the first step creates inequity for a potential appointee relative to his or her qualifications and current or expected compensation package.

**Section 2.** If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

**Section 3. Effective Date.** This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication.

Introduced, passed, and approved this 9<sup>th</sup> day of December 2025.

\_\_\_\_\_  
Beau Burkett, Mayor

Attest:

\_\_\_\_\_  
Treva Zumek, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Phil Olbrechts, City Attorney

Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

# 2026 CITY EMPLOYEE SALARY SCALES

Attachment A

2026 Exempt Salary Scale (3.5% Increase)											
	Initial Step	A	B	C	D	E	F	G	H	I	J
R1	\$ 5,496	\$ 5,606	\$ 5,718	\$ 5,832	\$ 5,949	\$ 6,067	\$ 6,187	\$ 6,311	\$ 6,437	\$ 6,567	\$ 6,701
R2	\$ 5,893	\$ 6,010	\$ 6,131	\$ 6,197	\$ 6,379	\$ 6,505	\$ 6,634	\$ 6,766	\$ 6,902	\$ 7,042	\$ 7,183
R3	\$ 6,322	\$ 6,447	\$ 6,575	\$ 6,706	\$ 6,843	\$ 6,977	\$ 7,115	\$ 7,260	\$ 7,406	\$ 7,553	\$ 7,705
R4	\$ 6,776	\$ 6,915	\$ 7,053	\$ 7,190	\$ 7,336	\$ 7,484	\$ 7,696	\$ 7,786	\$ 7,941	\$ 8,103	\$ 8,266
R5	\$ 7,270	\$ 7,415	\$ 7,564	\$ 7,715	\$ 7,867	\$ 8,026	\$ 8,186	\$ 8,351	\$ 8,515	\$ 8,685	\$ 8,861
R6	\$ 7,797	\$ 7,955	\$ 8,113	\$ 8,275	\$ 8,441	\$ 8,609	\$ 8,781	\$ 8,956	\$ 9,138	\$ 9,321	\$ 9,506
R7	\$ 8,363	\$ 8,532	\$ 8,703	\$ 8,875	\$ 9,053	\$ 9,236	\$ 9,419	\$ 9,607	\$ 9,798	\$ 9,994	\$ 10,195
R8	\$ 8,970	\$ 9,147	\$ 9,331	\$ 9,519	\$ 9,709	\$ 9,903	\$ 10,103	\$ 10,304	\$ 10,510	\$ 10,721	\$ 10,934
R9	\$ 9,617	\$ 9,810	\$ 10,006	\$ 10,206	\$ 10,411	\$ 10,620	\$ 10,832	\$ 11,049	\$ 11,270	\$ 11,494	\$ 11,723
R10	\$ 10,340	\$ 10,548	\$ 10,759	\$ 10,974	\$ 11,193	\$ 11,416	\$ 11,643	\$ 11,877	\$ 12,114	\$ 12,359	\$ 12,606
R11	\$ 11,117	\$ 11,332	\$ 11,563	\$ 11,796	\$ 12,031	\$ 12,272	\$ 12,516	\$ 12,766	\$ 13,026	\$ 13,283	\$ 13,550
R12	\$ 11,949	\$ 12,187	\$ 12,430	\$ 12,681	\$ 12,933	\$ 13,191	\$ 13,456	\$ 13,725	\$ 14,001	\$ 14,281	\$ 14,566
R13	\$ 12,845	\$ 13,102	\$ 13,364	\$ 13,629	\$ 13,903	\$ 14,180	\$ 14,464	\$ 14,754	\$ 15,048	\$ 15,349	\$ 15,656
R14	\$ 13,808	\$ 14,085	\$ 14,365	\$ 14,653	\$ 14,946	\$ 15,244	\$ 15,549	\$ 15,860	\$ 16,176	\$ 16,500	\$ 16,831

(A) Salary steps are graduated by approximately 2%. Step increases shall be performance based on the employee's anniversary hire date and shall be subject to the Mayor's approval.

(B) Employees shall be eligible for a step increase subject to the provisions of (A) above and the following: For Initial Step through Step J employees shall be evaluated and eligible for an increase to the next step on an annual basis. The Mayor may grant up to one additional step increase over and above the eligible annual increase for meritorious performance reasons.

Salary Range	Position Classification	Step as of 1/1/2026	Next Step Eligibility
R1	Court Clerk	D	1-Jan-2027
R2	N/A	N/A	N/A
R3	N/A	N/A	N/A
R4	N/A	N/A	N/A
R5	N/A	N/A	N/A
R6	Senior Planner	C	1-Oct-2026
	Management Analyst	A	1-Nov-2026
R7	Court Administrator	C	1-Aug-2026
	City Clerk	E	1-Sep-2026
R8	N/A	N/A	N/A
R9	Parks and Recreation Director	E	1-Nov-2026
R10	Finance Director	J	N/A
	Information Systems Manager	C	1-Jan-2027
	Assistant Police Chief	J	N/A
R11	Public Services Director	N/A	N/A
R12	N/A	N/A	N/A
R13	Police Chief	J	N/A
	Fire Chief	D	1-Aug-2026
R14	Interim City Administrator	C	1-Oct-2026

Police Department Employee Salary Scale (3.5% Increase)						
January 1, 2026 to December 31, 2026						
Classification	0-6 Months	7-12 Months	13-24 Months	25-36 Months	37-48 Months	49+ Months
Patrol	\$ 7,140	\$ 7,498	\$ 7,872	\$ 8,266	\$ 8,680	\$ 8,912
Detective/Patrol Officer	\$9,358					
Sergeant	\$10,249					

## 2026 CITY EMPLOYEE SALARY SCALES

Attachment A

Public Works & Clerical Department Employee Salary Scale (4% Increase)							
January 1, 2026 to December 31, 2026							
Classification	0-6 Months	7-12 Months	13-24 Months	25-36 Months	37-48 Months	49-60 Months	61+ Months
Admin Assistant	\$ 3,985	\$ 4,107	\$ 4,227	\$ 4,356	\$ 4,488	\$ 4,624	\$ 4,762
Facility Maint/Custodial	\$ 4,050	\$ 4,170	\$ 4,296	\$ 4,424	\$ 4,560	\$ 4,696	\$ 4,837
Police Records Clerk	\$ 4,868	\$ 5,014	\$ 5,165	\$ 5,317	\$ 5,477	\$ 5,641	\$ 5,810
Parks Maintenance 1	\$ 5,105	\$ 5,258	\$ 5,416	\$ 5,578	\$ 5,746	\$ 5,918	\$ 6,096
Support Service Officer	\$ 5,066	\$ 5,267	\$ 5,479	\$ 5,699	\$ 5,926	\$ 6,166	\$ 6,351
Parks Maintenance 2	\$ 5,337	\$ 5,496	\$ 5,661	\$ 5,830	\$ 6,008	\$ 6,187	\$ 6,373
Utility Billing/Deputy Clerk	\$ 5,337	\$ 5,496	\$ 5,661	\$ 5,830	\$ 6,008	\$ 6,187	\$ 6,373
Finance Assistant 1	\$ 5,390	\$ 5,630	\$ 5,887	\$ 6,151	\$ 6,426	\$ 6,716	\$ 6,918
Permit Tech/ PW Clerk	\$ 5,429	\$ 5,820	\$ 6,052	\$ 6,293	\$ 6,547	\$ 6,810	\$ 7,014
Utility Worker	\$ 6,055	\$ 6,239	\$ 6,423	\$ 6,616	\$ 6,816	\$ 7,020	\$ 7,231
Finance Assistant 2	\$ 5,659	\$ 5,913	\$ 6,183	\$ 6,458	\$ 6,749	\$ 7,051	\$ 7,263
WWTP Operator 1	\$ 6,299	\$ 6,376	\$ 6,563	\$ 6,761	\$ 6,965	\$ 7,174	\$ 7,390
Utility Systems Technician	\$ 6,333	\$ 6,521	\$ 6,718	\$ 6,920	\$ 7,127	\$ 7,343	\$ 7,563
Utility Worker Lead	\$ 6,613	\$ 6,812	\$ 7,017	\$ 7,228	\$ 7,442	\$ 7,667	\$ 7,897
Asst PWD Supervisor	\$ 6,909	\$ 7,119	\$ 7,333	\$ 7,551	\$ 7,775	\$ 8,013	\$ 8,253
WWTP Supervisor	\$ 7,562	\$ 7,793	\$ 8,025	\$ 8,264	\$ 8,514	\$ 8,770	\$ 9,033
PWD Supervisor	\$ 7,601	\$ 7,829	\$ 8,064	\$ 8,307	\$ 8,554	\$ 8,810	\$ 9,075

Fire Department Employee Salary Scale (2.7% Increase)											
January 1, 2026 to December 31, 2026											
	Initial Step	A	B	C	D	E	F	G	H	I	J
Firefighter	\$ 6,724	\$ 6,861	\$ 6,998	\$ 7,135	\$ 7,279	\$ 7,426	\$ 7,637	\$ 7,725	\$ 7,879	\$ 8,040	\$ 8,202
Recruitment Coord.	\$ 6,724	\$ 6,861	\$ 6,998	\$ 7,135	\$ 7,279	\$ 7,426	\$ 7,637	\$ 7,725	\$ 7,879	\$ 8,040	\$ 8,202
Captain	\$ 7,214	\$ 7,358	\$ 7,505	\$ 7,655	\$ 7,806	\$ 7,963	\$ 8,123	\$ 8,286	\$ 8,449	\$ 8,619	\$ 8,792

Hourly Salary Scale (Non-Bargaining Unit) (3.5% Increase)	
Hourly or Contract Position	2026 Hourly
Municipal Judge*	TBD
Judge Pro-Tem	\$65.00
Wildland Firefighter	\$35.00
Recreation Coordinator	\$25.83 to \$32.29
Recreation Assistant	\$19.38 to \$24.76
Seasonal Utilities (PT)	\$17.52 to \$20.75
Senior Center Assistant	\$17.52 to \$19.74
Seasonal Parks (PT)	\$17.52 to \$18.63
Senior Center Cook	\$18.07 to \$18.63

\* The Municipal Judge is paid monthly at the listed salary



# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

ITEM INFORMATION			
<b>SUBJECT:</b> <b>ORD No. __-25: Amending the 2025-2026 City Budget</b>	<b>Agenda Date: December 9, 2025</b>		<b>AB25-061</b>
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator		X
	City Attorney		X
	City Engineer		
	City Clerk		X
	Finance Dept	X	
	Building Official		
	Fire Dept		
	Parks & Recreation		
	Building & Planning		
Police Dept			
Municipal Court			
PW/Utilities			
<b>Staff Contact:</b> Sandi Hines, Finance Director			
<b>Attachments:</b> Staff memo, Ordinance, Exhibits A & B			
<b>SUMMARY STATEMENT:</b> <p>The 2025-2026 Budget was adopted by the City Council on November 26, 2024, Ordinance No. 15-24 and amended in August 2025, Ordinance 04-25. State law requires a Mid-Biennial review and update of the biennial budget at the end of the first year of the biennium. Additionally, state law prohibits expenditures from exceeding the budgeted appropriation for any fund and requires the City to adjust appropriations when:</p> <ul style="list-style-type: none"> <li>• Unanticipated revenue exists and will potentially be expended</li> <li>• The City Council authorizes positions, projects or programs not incorporated in the current biennial budget.</li> </ul> <p>This Mid-Biennial Adjustment allows for appropriation increases to reflect both unanticipated revenue and to recognize new projects and programs. The adjustments are outlined in detail in the attached memo, along with Exhibits A and B.</p>			
<b>COMMITTEE REVIEW AND RECOMMENDATION:</b> All Council sub-committees reviewed the adjustments in October 2025.			
<b>RECOMMENDED ACTION:</b> <b>MOVE to Approve Ordinance 15-25, Amending the 2025-2026 City Budget</b>			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	



# Memo

**To:** Mayor and City Council  
**From:** Sandi Hines, Finance Director  
**Date:** December 9, 2025  
**Re:** 2025-2026 Budget - Mid-Biennial Amendment

The City Council adopted its first biennial budget for the years 2025-2026 in November 2024. State law requires that in the “off” year of preparing a budget (first year of the biennium), a review of the biennial budget called the Mid-Biennial Update (mid-bi update) must be completed. The review and update process includes a review of how current year revenues and expenditures are doing compared to budget and provides an opportunity to update the second year of the biennium based on current trends, economic conditions and known changes.

The mid-bi update was kicked off with the City departments in September and department directors were tasked with reviewing their current year expenditures and developing year-end (2025) estimates. Additionally, they were asked to provide any adjustments needed for the second year of the biennial budget. In October staff met with all three City Council subcommittees to review department estimates and requested adjustments. The Council reviewed and discussed the recommended adjustments during a study session on November 17, 2025, and at regular City Council meetings on November 18, 2025, and November 25, 2025. The following information outlines the adjustments being presented for Council adoption.

## Budget Adjustments by Fund/Department

### **ALL FUNDS**

Salaries and benefits were updated for 2026 across all funds for the following items:

- Reflected approved Cost of Living Adjustment (COLA) for the Police Guild members based on the approved one-year contract extension
- Updated health benefit premium rates based on information from the AWC Benefit Trust and the LEOFF Board Trust
- Updated position staffing information for separations/new hires
- Corrected minor errors from the original budget

### **FUND 001 GENERAL FUND**

#### Executive –

(2025) Recognize \$50,000 in funding from Pierce County to pay for Pierce Transit connector service during the bridge closure as well as other expenses related to the bridge closure.

#### Finance –

(2025) Increase the Audit budget by \$44,000 to recognize expenses for the 2022-2023 audit that carried over into 2025.

(2026) Increase the Audit budget by \$12,000 for the expected cost of the 2025 audit that will be conducted in 2026 based on the cost for the single year 2024 audit currently in process.

Legal –

(2026) Increase Professional Services by \$25,000 for additional legal services related to personnel issues and upcoming union contract negotiations.

Police –

(2025) Increase Jail Services by \$38,000 due to greater than planned jail and medical costs.

Fire –

(2025) Increase Salaries, Overtime, and Benefits a total of \$178,000 to account for greater than planned staffing costs arising from the new IAFF contract and use of volunteers working part-time hours for administrative tasks.

(2026) Increase overtime by \$62,000 based on the expectation of current staffing and overtime trends to continue.

Building –

(2025) Increase Professional Services by \$75,000 for greater than expected inspection services that are needed for the current level of development activity.

Planning –

(2025) Increase Professional Services by \$90,000 due to greater than expected costs for external consultants for the Comp Plan update because of additional rounds of review by the Dept of Commerce.

(2025) Increase Professional Services – Land Use by \$25,000 to account for increased third party review of current development activity. This increase is offset by a like amount in revenue as all expenses in this line item are billed to the developers.

Non-Expenditures (no department) –

(2025) Recognize actual revenue and expenditures for latecomer's agreements that could not be predicted at the time of the budget was developed. Revenue of \$32,300 and expenditures of \$94,136. The difference between revenue and expense is due to several latecomer agreement receipts (revenue) being received in 2024 but the payments to the developer occurred in early 2025.

Senior Center –

The Senior Center currently receives funding from a federal Community Development Block Grant (CDBG). This grant pays for staff and operational costs for the Senior Center and the lunch program. The CDBG grant is in limbo for 2026 due to ongoing cuts and changes at the federal level that resulted in litigation from Pierce County to the federal government. In the adopted budget, this grant accounts for \$35,000 in funding that has historically been received and was budgeted for 2026 on the expectation that the grant funding would continue. As of now, the City has received no confirmation that the CDBG funding will be available, even partially. The staff feels it is best to remove the revenue funding and continue pursuing other sources of funding. Staff are not recommending any cuts to the Senior Center programming or staff at this time.

Youth Center –

(2025) Recognize additional grant revenue of \$20,000 above original budget projections and the associated expenditures in the categories of salaries/benefits for part time staff and in utility costs for the center.

General Fund Revenue –

For any adjustments listed above that are not directly funded by their own source of external revenue (i.e. grants) or a reduction in other expenditure accounts, the funding source is either increased revenue or a reduction in fund balance. The revenue increases shown in the table on the following page are based on 2025 actuals-to-date and revised projections for 2026:

Revenue	2025 Budget	2025 YE Estimate	Increase	2026 Budget	2026 YE Estimate	Increase
Property Tax	\$ -	\$ -	\$ -	\$ 1,401,104	\$ 1,433,897	\$ 32,793
Sales Tax	1,560,000	1,590,000	30,000	-	-	-
Electric Tax	389,000	401,682	12,682	377,000	410,000	33,000
Water Utility Tax	-	-	-	171,000	184,000	13,000
Natural Gas Tax	-	-	-	135,000	165,000	30,000
Garbage Tax	183,000	195,000	12,000	188,500	198,000	9,500
Business Licenses	-	-	-	74,000	85,000	11,000
Passport Fees	50,000	60,500	10,500	-	-	-
Reimb. Planning Fees	250,000	275,000	25,000	-	-	-
Latecomers Agree. Fees	155,485	187,660	32,175	-	-	-
Yth Violence Prev. Grant	48,500	62,715	14,215	-	-	-
<b>Total</b>	<b>\$ 2,635,985</b>	<b>\$ 2,772,557</b>	<b>\$ 136,572</b>	<b>\$ 2,346,604</b>	<b>\$ 2,475,897</b>	<b>\$ 129,293</b>

**FUND 003 GENERAL FUND CUMULATIVE RESERVE**

(2025) Per Council direction at the November 17, 2025, study session, add a \$200,000 Transfer Out to the General Fund and a \$125,000 Transfer Out to the EMS Fund to fund increased wages and overtime expenses in the Fire Department.

**FUND 101 STREET OPERATING**

(2025) Increase Repairs & Maintenance by \$45,000 to account for the street striping project that was inadvertently left out of the original budget. Funding for the project will come from savings in other line items (\$20,000) and an increased transfer-in (\$25,000) from Fund 103 Transportation Benefit District (TBD). Sales tax revenue in the TBD fund is coming in over budget in 2025 by roughly \$20,000.

**FUND 105 EMS**

(2025) Increase Overtime by \$29,500 due to current staffing and overtime trends.

(2026) Increase Overtime by \$49,500 based on the expectation of current staffing and overtime trends to continue.

**FUND 134 FIRE STATION MAINTENANCE & CAPITAL IMPROVEMENTS**

(2025) Add capital expenditure budget of \$10,888 for an emergency heat pump replacement.

**FUND 307 CAPITAL IMPROVEMENTS**

(2025) Recognize a carryover of unspent 2024 budget for the City Hall Remodel project for Professional Services (\$97,000) and construction (\$772,300). These amounts were budgeted in 2024 but were unspent and were included as part of the beginning fund balance in the fund.

**FUND 308 COMP PLAN CAPITAL IMPROVEMENTS**

(2025) Recognize a carryover of unspent 2024 budget for the Bevlo Street Extension project for Professional Services (\$25,000). This amount was budgeted for in 2024 but was unspent and was included as part of the beginning fund balance in the fund.

**FUND 402 WATER/SEWER OPERATING**

(2025) Increase Water Quality Testing Professional Services by \$7,000 due to increased testing needs.

(2026) Increase Water Quality Testing Professional Services by \$7,000 due to increased testing needs.

(2026) Add budget of \$17,000 for a new project, the AWIA Risk/Resiliency and Emergency Response Update. This plan is required to be reviewed and updated every five years.

**FUND 430 EQUIPMENT RESERVE**

(2026) Add Capital Equipment budget of \$50,000 for a multi-function mower that will be funded and used by Parks, Streets, Water and Stormwater.

**FUND 631 MUNICIPAL COURT**

(2025) Increase revenue (\$20,000) and expenditures (\$29,000) to reflect actuals and balance the fund.

(2026) Increase revenue (\$10,000) and expenditures (\$17,000) to reflect expected transactions.

**FUND 632 CUSTODIAL ACTIVITIES**

(2025) Increase revenue (\$10,500) and expenditures (\$13,000) across the various accounts to reflect actual transactions greater than originally planned.

(2026) Increase revenue (\$11,500) and expenditures (\$13,000) across the various accounts to reflect expected transactions greater than originally planned if 2025 trends continue.

The budget is adopted at the fund level which sets the total expenditure authority for the biennium for each fund. A summary of the adjustments and 2025-2026 revised budget by fund type is included in Exhibit A and additional details on the appropriation changes are included in Exhibit B.

**CITY OF BUCKLEY**  
**ORDINANCE NO. \_\_-25**  
**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUCKLEY, PIERCE COUNTY,**  
**WASHINGTON, RELATING TO BUDGETS AND FINANCE, REVISING THE 2025-2026**  
**BUDGET BY AMENDING SECTION 1 OF ORDINANCE NO. 15-24 .**

---

**WHEREAS,** the Buckley City Council adopted the 2025-2026 biennial budget pursuant to Ordinance No. 15-24 on November 26, 2024; and

**WHEREAS,** the Buckley City Council amended the biennial budget pursuant to Ordinance No. 04-25 on August 12, 2025; and

**WHEREAS,** the City is prohibited from over-expending its appropriated budget as set forth in Ordinance No. 15-24 and amended in Ordinance No. 04-25; and

**WHEREAS,** certain revisions to the 2025-2026 budget are now necessary; and

**WHEREAS,** the City Council did meet to consider the matter of the 2025-2026 Mid-Biennial Amendment in a public meeting on November 25, 2025.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1.** The 2025-2026 budget, as adopted in Ordinance No. 15-24 and amended in Ordinance No. 04-25, is hereby amended as set forth in Exhibit "A".

**Section 2.** The explanations of the amendments are listed in Exhibit "B".

**Section 3.** This Ordinance shall be in full force and take effect five (5) days after its publication according to law.

**Section 4.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Introduced, passed, and approved this 9<sup>th</sup> day of December 2025.

\_\_\_\_\_  
Beau Burkett, Mayor

**ATTEST:**

\_\_\_\_\_  
Treva Zumek, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Phil Olbrechts, City Attorney

Published: \_\_\_\_\_

Effective: \_\_\_\_\_

CITY OF BUCKLEY  
2025-2026 Mid-Biennial Budget Appropriation Adjustment Summary  
Exhibit "A"

FUND	REVENUES AND OTHER SOURCES			EXPENDITURES AND OTHER USES			ENDING FUND
	Current Budget	Adjustment	Revised Budget	Current Budget	Adjustment	Revised Budget	BALANCE
<b>General Funds</b>							
001 General	\$ 16,981,767	\$ 515,250	\$ 17,497,017	\$ 16,395,712	\$ 763,136	\$ 17,158,848	\$ 338,169
002 Contingency	309,210	-	309,210	-	-	-	309,210
003 Cumulative Reserve	5,398,780	-	5,398,780	-	325,000	325,000	5,073,780
004 Cemetery Operating	12,217	-	12,217	7,814	-	7,814	4,403
007 Police Equipment Reserve	510,473	-	510,473	466,351	-	466,351	44,122
008 Railroad ROW	76,922	-	76,922	76,922	-	76,922	-
030 Fire Equipment Reserve	441,573	-	441,573	188,951	-	188,951	252,622
035 Park Construction	743,162	-	743,162	701,768	-	701,768	41,394
<b>Subtotal General Funds</b>	<b>24,474,104</b>	<b>515,250</b>	<b>24,989,354</b>	<b>17,837,518</b>	<b>1,088,136</b>	<b>18,925,654</b>	<b>6,063,700</b>
<b>Special Revenue Funds</b>							
101 Street Operating	847,839	25,000	872,839	820,286	35,000	855,286	17,553
102 Arterial	2,711,351	-	2,711,351	1,581,752	-	1,581,752	1,129,599
103 Transportation Benefit District	586,399	20,000	606,399	541,876	25,000	566,876	39,523
105 EMS	1,850,852	125,000	1,975,852	1,843,944	79,000	1,922,944	52,908
109 Criminal Justice	779,716	-	779,716	631,963	-	631,963	147,753
134 Fire Station Construction & Maint.	232,015	-	232,015	48,265	10,888	59,153	172,862
136 Visitor Promotion	494,766	-	494,766	195,868	-	195,868	298,898
<b>Subtotal Special Revenue Funds</b>	<b>7,502,938</b>	<b>170,000</b>	<b>7,672,938</b>	<b>5,663,954</b>	<b>149,888</b>	<b>5,813,842</b>	<b>1,859,096</b>
<b>Debt Service Funds</b>							
202 Fire Station Bonds	634,771	-	634,771	570,040	-	570,040	64,731
<b>Subtotal Debt Service Funds</b>	<b>634,771</b>	<b>-</b>	<b>634,771</b>	<b>570,040</b>	<b>-</b>	<b>570,040</b>	<b>64,731</b>
<b>Capital Improvement Funds</b>							
307 Capital Improvements	3,564,468	-	3,564,468	2,427,120	869,300	3,296,420	268,048
308 Comp Plan Capital Improvements	834,453	-	834,453	635,781	25,000	660,781	173,672
<b>Subtotal Capital Improvement Fund</b>	<b>4,398,921</b>	<b>-</b>	<b>4,398,921</b>	<b>3,062,901</b>	<b>894,300</b>	<b>3,957,201</b>	<b>441,720</b>
<b>Enterprise Funds</b>							
401 Natural Gas Operating	3,563	-	3,563	1,130	-	1,130	2,433
402 Water/Sewer Operating	9,463,637	-	9,463,637	9,075,895	31,000	9,106,895	356,742
403 Solid Waste Operating	6,586	-	6,586	2,900	-	2,900	3,686
405 Sewer Construction	4,112,593	-	4,112,593	2,699,053	-	2,699,053	1,413,540
406 Water Construction	2,645,916	-	2,645,916	1,660,778	-	1,660,778	985,138
407 Stormwater Operating	1,980,534	-	1,980,534	1,972,097	-	1,972,097	8,437
408 Stormwater Construction	5,647,598	-	5,647,598	2,642,197	-	2,642,197	3,005,401
430 Equipment Reserve	1,103,962	-	1,103,962	700,000	50,000	750,000	353,962
<b>Subtotal Enterprise Funds</b>	<b>24,964,389</b>	<b>-</b>	<b>24,964,389</b>	<b>18,754,050</b>	<b>81,000</b>	<b>18,835,050</b>	<b>6,129,339</b>
<b>Fiduciary Funds</b>							
631 Municipal Court Trust	504,362	30,000	534,362	486,000	46,000	532,000	2,362
632 Custodial Activities	258,680	22,000	280,680	253,000	26,000	279,000	1,680
<b>Subtotal Fiduciary Fund</b>	<b>763,042</b>	<b>52,000</b>	<b>815,042</b>	<b>739,000</b>	<b>72,000</b>	<b>811,000</b>	<b>4,042</b>
<b>Trust Fund</b>							
701 Cemetery Improvements	254,580	-	254,580	2,800	-	2,800	251,780
<b>Subtotal Trust Fund</b>	<b>254,580</b>	<b>-</b>	<b>254,580</b>	<b>2,800</b>	<b>-</b>	<b>2,800</b>	<b>251,780</b>
<b>Total Budget</b>	<b>\$ 62,992,745</b>	<b>\$ 737,250</b>	<b>\$ 63,729,995</b>	<b>\$ 46,630,263</b>	<b>\$ 2,285,324</b>	<b>\$ 48,915,587</b>	<b>\$ 14,814,408</b>

**CITY OF BUCKLEY**  
**2025-2026 Mid-Biennial Budget Appropriation Adjustment Detail**  
**Exhibit "B"**

REVENUES & OTHER SOURCES		EXPENDITURES & OTHER USES	
Description	Amount	Description	Amount
<b>General Fund (001)</b>		<b>General Fund (001)</b>	
Add Transfer-In from the Cumulative Reserve Fund to cover expenses	\$ 200,000	Updated salary and benefit lines for all departments	\$ 50,000
Recognize Pierce County funding for bridge closure expenses	50,000	Increase Executive Prof Services for expenses related to the bridge closure	50,000
Increase Development Svcs Reimbursement revenue	25,000	Increase Audit expenses for previous yr expenses and 2026 audit	56,000
Increase revenue for receipt of Latecomers Agreements	32,175	Increase Legal Professional Services for personnel issues & negotiations	25,000
Recognize additional grant revenue for the Youth Center	20,000	Increase Jail Services budget due to increased bed days & medical costs	38,000
Increase Property Tax in 2026 for updated levy amount	32,793	Increase Fire salaries/benefits/overtime for increased expenses	240,000
Increase Sales Tax revenue to recognize increased receipts	30,000	Increase Building Prof Services for greater inspection costs for dev. activity	75,000
Increase Electric Utility Tax revenue for increased receipts	45,682	Increase Planning Prof Services for greater consultant exp for the Comp Plan	90,000
Increase Water Utility Tax to tie to increased revenue projections	13,000	Increase Planning Prof Svcs for development for increased devel. activity	25,000
Increase Natural Gas Utility Tax to tie to increased revenue proj.	30,000	Increase expenses for payment of Latecomers Agreements to developers	94,136
Increase Garbage Utility Tax to tie to increased revenue projections	21,500	Increase Youth Center Salary/Benefits/Utilities due to add'l grant revenue	20,000
Increase Business License revenue for increased projections	11,000		
Increase Passport Fee revenue for greater than planned receipts	10,500		
Increase Admin Fees related to development activity	28,600		
Decrease CDBG Grant revenue for Senior Center	(35,000)		
<b>Total General Fund Adjustment</b>	<b>\$ 515,250</b>	<b>Total General Fund Adjustment</b>	<b>\$ 763,136</b>
<b>Cumulative Reserve Fund (003)</b>		<b>Cumulative Reserve Fund (003)</b>	
	\$ -	Add Transfer-Out to the General Fund to fund increased Fire expenses	\$ 200,000
	-	Add Transfer-Out to the EMS Fund to fund increased EMS expenses	125,000
<b>Total Cumulative Reserve Fund Adjustment</b>	<b>\$ -</b>	<b>Total Cumulative Reserve Fund Adjustment</b>	<b>\$ 325,000</b>
<b>Street Fund (101)</b>		<b>Street Fund (101)</b>	
Increase Transfer-In from the Transp. Benefit District fund-St striping	\$ 25,000	Increase Repairs & Maintenance for street striping program	\$ 45,000
	-	Decrease Professional Services to help fund street striping program	(10,000)
<b>Total Street Fund Adjustment</b>	<b>\$ 25,000</b>	<b>Total Street Fund Adjustment</b>	<b>\$ 35,000</b>
<b>Transportation Benefit District Fund (103)</b>		<b>Transportation Benefit District Fund (103)</b>	
Increase Transportation Sales Tax for greater than bdgtd receipts	\$ 20,000	Increase Transfer-Out to Street Fund for Street striping program	\$ 25,000
<b>Total Transportation Benefit District Fund Adjustment</b>	<b>\$ 20,000</b>	<b>Total Transportation Benefit District Fund Adjustment</b>	<b>\$ 25,000</b>
<b>EMS Fund (105)</b>		<b>EMS Fund (105)</b>	
Add Transfer-In from the Cumulative Reserve Fund to cover expenses	\$ 125,000	Increase Overtime expense due to greater than expected costs	\$ 79,000
<b>Total EMS Fund Adjustment</b>	<b>\$ 125,000</b>	<b>Total EMS Fund Adjustment</b>	<b>\$ 79,000</b>
<b>Fire Station Construction &amp; Maint. Fund (134)</b>		<b>Fire Station Construction &amp; Maint. Fund (134)</b>	
	\$ -	Add budget for capital expense of emergency heat pump replacement	\$ 10,888
<b>Total Fire Construction Fund Adjustment</b>	<b>\$ -</b>	<b>Total Fire Construction Fund Adjustment</b>	<b>\$ 10,888</b>

**CITY OF BUCKLEY**  
**2025-2026 Mid-Biennial Budget Appropriation Adjustment Detail**  
**Exhibit "B"**

REVENUES & OTHER SOURCES		EXPENDITURES & OTHER USES	
Description	Amount	Description	Amount
Capital Improvements (307)		Capital Improvements (307)	
	\$ -	Recognize carryovers for City Hall Remodel project from 2024	\$ 869,300
<b>Total Capital Improvements Fund Adjustment</b>	<b>\$ -</b>	<b>Total Capital Improvements Fund Adjustment</b>	<b>\$ 869,300</b>
Comp Plan Capital Improvements Fund (308)		Comp Plan Capital Improvements Fund (308)	
	\$ -	Recognize carryovers for Bevlo Street Extension project from 2024	\$ 25,000
<b>Total Comp Plan Capital Improvements Fund Adjustment</b>	<b>\$ -</b>	<b>Total Comp Plan Capital Improvements Fund Adjustment</b>	<b>\$ 25,000</b>
Water/Sewer Operating Fund (402)		Water/Sewer Operating Fund (402)	
	\$ -	Add Prof Svcs for AWIA Risk/Resiliency & Emergency Response plan update	\$ 17,000
	-	Increase Prof Services for increased water quality testing expenses	14,000
<b>Total Water/Sewer Operating Fund Adjustment</b>	<b>\$ -</b>	<b>Total Water/Sewer Operating Fund Adjustment</b>	<b>\$ 31,000</b>
Equipment Reserve Fund (430)		Equipment Reserve Fund (430)	
	\$ -	Add Capital Equipment budget for purchase of multi-function mower	\$ 50,000
<b>Total Equipment Reserve Fund Adjustment</b>	<b>\$ -</b>	<b>Total Equipment Reserve Fund Adjustment</b>	<b>\$ 50,000</b>
Municipal Court Trust Fund (631)		Municipal Court Trust Fund (631)	
Increase revenue for greater than planned receipts	\$ 30,000	Increase expense budget for greater than planned expenses	\$ 46,000
<b>Total Municipal Court Trust Fund Adjustment</b>	<b>\$ 30,000</b>	<b>Total Municipal Court Trust Fund Adjustment</b>	<b>\$ 46,000</b>
Custodial Activities Fund (632)		Custodial Activities Fund (632)	
Increase revenue-align with 2025 actuals & increased 2026 receipts	\$ 22,000	Increase expenditures to align with 2025 actuals and increased 2026 costs	\$ 26,000
<b>Total Custodial Activities Fund Adjustment</b>	<b>\$ 22,000</b>	<b>Total Custodial Activities Fund Adjustment</b>	<b>\$ 26,000</b>
<b>GRAND TOTAL - REVENUE ADJUSTMENTS</b>	<b>\$ 737,250</b>	<b>GRAND TOTAL - EXPENDITURE ADJUSTMENTS</b>	<b>\$ 2,285,324</b>

## **E. STAFF REPORTS**