

ORDINANCE NO. 25-2016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE 2016 BUDGET BY AMENDING SECTION 2 AND 5 OF ORDINANCE NO. 20-15

WHEREAS, the city passed Ordinance No. 20-15 on December 8, 2015, which approved the city's budget for 2016; and

WHEREAS, the city wishes to adjust beginning estimated fund balances to audited fund balances; and

WHEREAS, the city wishes to appropriate unanticipated grant proceeds and other revenues; and

WHEREAS, the city wishes to adjust transfers and interfund loans between funds; and

WHEREAS, the city wishes to account for transactions due to the current refunding of debt that took place this year;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The amended budget for the City of Covington, Washington, for the year 2016 is hereby adopted at the fund level in its final form and content, a true and correct copy of which is attached hereto as Exhibit A and fully incorporated herein by this reference.

Section 2. Section 2 of Ordinance No. 20-15 is amended to read as follows:

Estimated resources, including fund balances or working capital for each separate fund of the City of Covington and aggregate totals for all such funds combined, for the year 2016 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2016 as set forth below:

<u>FUND</u>	<u>AMOUNT</u>
General Fund	\$16,982,192
Development Services Fund	4,325,356
Street Fund	1,623,611
Surface Water Management Fund	10,794,184
Capital Investment Program	7,999,946
Local Improvement District	35,500
LID Guaranty Fund	35,500
Unemployment Reserve Fund	325,094

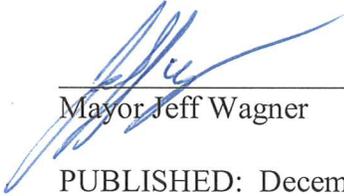
Equipment Replacement Fund	1,145,569
Cumulative Reserve Fund	1,423,190
Contingency Fund	421,746
Real Estate Excise Tax Fund 1 st Qtr	748,601
Real Estate Excise Tax Fund 2 nd Qtr	748,601
Long-Term Debt Service Fund	<u>10,278,465</u>
Total All Funds	<u>\$56,887,555</u>

Section 3. Section 5 of Ordinance 20-15 is amended to include the Amended 2016 Salary Schedule for authorized positions, attached hereto as Exhibit B and fully incorporated herein by this reference.

Section 4. If any provision of this ordinance, or ordinance modified by it is determined to be invalid or unenforceable for any reason, the remaining provisions of this ordinance, and ordinances and/or resolutions modified by it, shall remain in force and effect.

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

PASSED by the Council on this 13th day of December, 2016, and signed in authentication thereof.



 Mayor Jeff Wagner

PUBLISHED: December 16, 2016

EFFECTIVE: December 21, 2016

ATTESTED:



 Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:



 Sara Springer, City Attorney

CITY OF COVINGTON
Proposed Budget Amendments
2016

EXHIBIT A

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
GENERAL FUND				
REVENUES				
Beginning Fund Balance	\$ 4,150,161	\$ 894,836	\$ 5,044,997	121.6%
Operating Revenues	11,180,005	741,690	11,901,695	106.6%
Operating Transfers In	34,350	1,150	35,500	103.3%
TOTAL RESOURCES	\$ 15,344,516	\$ 1,637,676	\$ 16,982,192	110.7%
EXPENDITURES				
Operating Expenses	\$ 10,187,273	\$ 741,690	\$ 10,928,963	107.3%
Operating Transfers Out	1,150,151	(321,300)	828,851	72.1%
Ending Fund Balance	4,007,092	1,217,266	5,224,378	130.4%
TOTAL USES	\$ 15,344,516	\$ 1,637,676	\$ 16,982,192	110.7%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
DEVELOPMENT SERVICES FUND				
REVENUES				
Beginning Fund Balance	\$ 2,794,277	\$ 272,849	\$ 3,067,126	109.8%
Operating Revenues	1,258,230	-	1,258,230	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 4,052,507	\$ 272,849	\$ 4,325,356	106.7%
EXPENDITURES				
Operating Expenses	\$ 1,445,719	\$ -	\$ 1,445,719	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	2,606,788	272,849	2,879,637	110.5%
TOTAL USES	\$ 4,052,507	\$ 272,849	\$ 4,325,356	106.7%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
STREET FUND				
REVENUES				
Beginning Fund Balance	\$ 556,590	\$ 45,120	\$ 601,710	108.1%
Operating Revenues	809,295	250	809,545	100.0%
Operating Transfers In	211,686	670	212,356	100.3%
TOTAL RESOURCES	\$ 1,577,571	\$ 46,040	\$ 1,623,611	102.9%
EXPENDITURES				
Operating Expenses	\$ 1,244,253	\$ 250	\$ 1,244,503	100.0%
Operating Transfers Out	6,000	4,750	10,750	179.2%
Ending Fund Balance	327,318	41,040	368,358	112.5%
TOTAL USES	\$ 1,577,571	\$ 46,040	\$ 1,623,611	102.9%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
SURFACE WATER MANAGEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 8,072,456	\$ 511,728	\$ 8,584,184	106.3%
Operating Revenues	2,210,000	-	2,210,000	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 10,282,456	\$ 511,728	\$ 10,794,184	105.0%
EXPENDITURES				
Operating Expenses	\$ 2,762,254	\$ -	\$ 2,762,254	100.0%
Operating Transfers Out	-	11,000	11,000	0.0%
Ending Fund Balance	7,520,202	500,728	8,020,930	106.7%
TOTAL USES	\$ 10,282,456	\$ 511,728	\$ 10,794,184	105.0%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
CAPITAL INVESTMENT PROGRAM FUND				
REVENUES				
Beginning Fund Balance	\$ 2,789,786	\$ (123,963)	\$ 2,665,823	95.5%
Operating Revenues	2,432,973	2,366,700	4,799,673	197.3%
Operating Transfers In	80,000	494,450	554,450	924.1%
TOTAL RESOURCES	\$ 5,262,759	\$ 2,737,187	\$ 7,999,946	152.0%
EXPENDITURES				
Operating Expenses	\$ 2,934,732	\$ 2,739,000	\$ 5,673,732	193.3%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	2,328,027	(1,813)	2,326,214	99.9%
TOTAL USES	\$ 5,262,759	\$ 2,737,187	\$ 7,999,946	152.0%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
LID FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	34,350	1,150	35,500	103.3%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 34,350	\$ 1,150	\$ 35,500	103.3%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	34,350	1,150	35,500	103.3%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 34,350	\$ 1,150	\$ 35,500	103.3%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
LID GUARANTY FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	34,350	1,150	35,500	103.3%
TOTAL RESOURCES	\$ 34,350	\$ 1,150	\$ 35,500	103.3%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	34,350	1,150	35,500	103.3%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 34,350	\$ 1,150	\$ 35,500	103.3%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
UNEMPLOYMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 278,254	\$ (4,874)	\$ 273,380	98.2%
Operating Revenues	51,714	-	51,714	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 329,968	\$ (4,874)	\$ 325,094	98.5%
EXPENDITURES				
Operating Expenses	\$ 50,000	\$ -	\$ 50,000	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	279,968	(4,874)	275,094	98.3%
TOTAL USES	\$ 329,968	\$ (4,874)	\$ 325,094	98.5%

CITY OF COVINGTON
Proposed Budget Amendments
2016

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
EQUIPMENT REPLACEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 954,003	\$ 24,022	\$ 978,025	102.5%
Operating Revenues	167,544	-	167,544	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 1,121,547	\$ 24,022	\$ 1,145,569	102.1%
EXPENDITURES				
Operating Expenses	\$ 106,508	\$ -	\$ 106,508	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	1,015,039	24,022	1,039,061	102.4%
TOTAL USES	\$ 1,121,547	\$ 24,022	\$ 1,145,569	102.1%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
CONTINGENCY FUND				
REVENUES				
Beginning Fund Balance	\$ 421,746	\$ -	\$ 421,746	100.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 421,746	\$ -	\$ 421,746	100.0%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	421,746	-	421,746	100.0%
TOTAL USES	\$ 421,746	\$ -	\$ 421,746	100.0%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
REAL ESTATE EXCISE TAX FUND 2ND QTR				
REVENUES				
Beginning Fund Balance	\$ -	\$ 148,601	\$ 148,601	0.0%
Operating Revenues	200,000	400,000	600,000	300.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 200,000	\$ 548,601	\$ 748,601	374.3%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	200,000	400,000	600,000	300.0%
Ending Fund Balance	-	148,601	148,601	0.0%
TOTAL USES	\$ 200,000	\$ 548,601	\$ 748,601	374.3%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
SUMMARY				
REVENUES				
Beginning Fund Balance	\$ 21,417,752	\$ 1,910,431	\$ 23,328,183	108.9%
Operating Revenues	18,527,311	12,909,790	31,437,101	169.7%
Operating Transfers In	1,624,851	497,420	2,122,271	130.6%
TOTAL RESOURCES	\$ 41,569,914	\$ 15,317,641	\$ 56,887,555	136.8%
EXPENDITURES				
Operating Expenses	\$ 20,009,204	\$ 12,480,940	\$ 32,490,144	162.4%
Operating Transfers Out	1,624,851	497,420	2,122,271	130.6%
Ending Fund Balance	19,935,859	2,339,281	22,275,140	111.7%
TOTAL USES	\$ 41,569,914	\$ 15,317,641	\$ 56,887,555	136.8%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
CUMULATIVE RESERVE FUND				
REVENUES				
Beginning Fund Balance	\$ 1,420,479	\$ (6,489)	\$ 1,413,990	99.5%
Operating Revenues	3,200	-	3,200	100.0%
Operating Transfers In	6,000	-	6,000	100.0%
TOTAL RESOURCES	\$ 1,429,679	\$ (6,489)	\$ 1,423,190	99.5%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	670	670	0.0%
Ending Fund Balance	1,429,679	(7,159)	1,422,520	99.5%
TOTAL USES	\$ 1,429,679	\$ (6,489)	\$ 1,423,190	99.5%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
REAL ESTATE EXCISE TAX FUND 1ST QTR				
REVENUES				
Beginning Fund Balance	\$ -	\$ 148,601	\$ 148,601	0.0%
Operating Revenues	200,000	400,000	600,000	300.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 200,000	\$ 548,601	\$ 748,601	374.3%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	200,000	400,000	600,000	300.0%
Ending Fund Balance	-	148,601	148,601	0.0%
TOTAL USES	\$ 200,000	\$ 548,601	\$ 748,601	374.3%

	2016 Adopted Budget	2016 Proposed Amendment	2016 Amended Budget	% Change
LONG-TERM DEBT SERVICE FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	9,000,000	9,000,000	0.0%
Operating Transfers In	1,278,465	-	1,278,465	100.0%
TOTAL RESOURCES	\$ 1,278,465	\$ 9,000,000	\$ 10,278,465	804.0%
EXPENDITURES				
Operating Expenses	\$ 1,278,465	\$ 9,000,000	\$ 10,278,465	804.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 1,278,465	\$ 9,000,000	\$ 10,278,465	804.0%

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2016

EXHIBIT B

Position	Salary Range Annual	
City Manager	\$ 149,029	- \$ 177,948
Community Development Director	\$ 118,047	- \$ 140,954
Finance Director	\$ 118,047	- \$ 140,954
Parks & Recreation Director	\$ 118,047	- \$ 140,954
Public Works Director	\$ 118,047	- \$ 140,954
Chief Building Official	\$ 102,000	- \$ 121,793
City Engineer	\$ 96,227	- \$ 114,901
Development Review Engineer	\$ 85,643	- \$ 102,263
Deputy Building Official	\$ 85,643	- \$ 102,263
Senior Information Systems Administrator	\$ 83,218	- \$ 99,367
City Clerk/Executive Assistant	\$ 80,794	- \$ 96,473
Personnel Manager	\$ 78,509	- \$ 93,744
Principal Planner	\$ 78,509	- \$ 93,744
Senior Accountant	\$ 76,222	- \$ 91,014
Maintenance Supervisor	\$ 76,222	- \$ 91,014
Communications & Marketing Manager	\$ 76,222	- \$ 91,014
Plans Examiner/Building Inspector	\$ 76,222	- \$ 91,014
Recreation Manager	\$ 76,222	- \$ 91,014
Senior Planner	\$ 74,064	- \$ 88,437
Aquatic Supervisor	\$ 71,906	- \$ 85,860
Senior Permit Center Coordinator	\$ 71,906	- \$ 85,860
Surface Water Management Program Coordinator	\$ 69,830	- \$ 83,381
Construction Inspector	\$ 67,837	- \$ 81,001
Parks Project Manager	\$ 67,837	- \$ 81,001

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2016

Position	Salary Range	
	Annual	
Senior Lead Maintenance Worker	\$ 67,837	- \$ 81,001
Associate Planner/Code Enforcement Officer	\$ 65,916	- \$ 78,707
Programs Supervisor/Public Works	\$ 65,916	- \$ 78,707
Personnel & Senior Human Services Planner	\$ 65,916	- \$ 78,707
Accountant I	\$ 63,996	- \$ 76,415
Engineering Technician/GIS Coordinator	\$ 63,996	- \$ 76,415
Personnel & Human Services Analyst	\$ 62,185	- \$ 74,254
Senior Deputy City Clerk	\$ 62,185	- \$ 74,254
Lead Maintenance Worker	\$ 60,375	- \$ 72,092
Senior Accounting Clerk	\$ 56,958	- \$ 68,011
Aquatics Specialist	\$ 53,733	- \$ 64,159
Athletics Specialist	\$ 53,733	- \$ 64,159
Recreation Specialist	\$ 53,733	- \$ 64,159
Customer Service Specialist	\$ 53,733	- \$ 64,159
Maintenance Worker II	\$ 52,213	- \$ 62,345
Executive Department Assistant/Receptionist	\$ 49,257	- \$ 58,816
Permit/Planning Technician	\$ 47,821	- \$ 57,102
Office Technician II/Executive Office	\$ 46,468	- \$ 55,485
Maintenance Worker I	\$ 46,468	- \$ 55,485
Management Assistant	\$ 41,356	- \$ 49,381
Water Safety Instructor II	\$ 35,969	- \$ 42,948
Specialty Instructor	\$ 33,933	- \$ 40,518
Water Safety Instructor	\$ 33,933	- \$ 40,518
Recreation Assistant	\$ 33,933	- \$ 40,518

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2016

Position	Salary Range Annual
Desktop Support Technician	\$ 30,256 - \$ 36,128
Engineering/GIS Intern	\$ 30,030 - \$ 35,857
Finance Assistant	\$ 30,030 - \$ 35,857
Aquatics Lead	\$ 28,597 - \$ 34,147
Lifeguard II	\$ 28,597 - \$ 34,147
Maintenance Worker (Seasonal)	\$ 28,306 - \$ 33,799
Lifeguard	\$ 26,979 - \$ 32,214
Recreation Lead	\$ 26,979 - \$ 32,214
Referee	\$ 21,713 - \$ 25,926
Recreation Aide	\$12/hr flat rate
Office Assistant	\$12/hr flat rate
Intern - Parks & Recreation	\$1,000/stipend