

ORDINANCE NO. 19-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, ADOPTING THE CY2013 OPERATING AND CAPITAL BUDGET AND IMPLEMENTING THE CY2013 COST OF LIVING ADJUSTMENT FOR CITY EMPLOYEES.

WHEREAS, Chapter 35A.33 RCW requires the city to adopt an annual budget and provides procedures for the filing of estimates, a preliminary budget, deliberations, public hearings, and final adoption of the budget; and

WHEREAS, a preliminary budget for the year 2013 was prepared and filed with the City Clerk; and

WHEREAS, public hearings were scheduled and properly noticed for October 23, 2012, at 7:00 pm and November 27, 2012, at 7:00 pm for the purpose of making and adopting the final budget for the year 2013; and

WHEREAS, the City Council did hold said hearings and deliberated and made such changes as deemed necessary and proper; and

WHEREAS, the estimated expenditures set forth in said budget being all necessary to carry on the government of the City of Covington for the year 2013 and being sufficient to meet the needs of the City of Covington for this period;

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

Section 1. The budget for the City of Covington, Washington, for the year 2013 is hereby adopted at the fund level in its final form and content as set forth in the document entitled "City of Covington 2013 Budget" dated December 11, 2012, a true and correct copy of which is attached hereto as Exhibit "A".

Section 2. Estimated resources, including fund balances or working capital for each separate fund of the City of Covington for the year 2013, and aggregate totals for all such funds combined are set forth in summary form below and are hereby appropriated for expenditure at the fund level during the year 2013 as set forth below:

<u>FUND</u>	<u>AMOUNT</u>
General Fund	11,523,848
Street Fund	1,204,244
Development Services Fund	2,742,131
Parks and Recreation Fund	1,712,687
Surface Water Management Fund	3,696,642
Capital Investment Program	2,036,623
Cumulative Reserve Fund	1,377,776
Contingency Fund	419,029
Real Estate Excise Tax Fund 1 st Qtr	181,560
Real Estate Excise Tax Fund 2 nd Qtr	181,560
Local Improvement District	90,735
LID Guaranty Fund	52,414
Long-Term Debt Service Fund	1,283,211
Unemployment Reserve Fund	190,499
Equipment Replacement Fund	<u>696,471</u>
Total All Funds	<u>27,389,430</u>

Section 3. The 2013 budget provides funding for and it is hereby authorized that a 2.6730% Cost of Living Adjustment (COLA) for all regular (non-contract) city employees is to take effect on January 1, 2013.

Section 4. The 2013 budget provides funding for and it is hereby authorized that a step increase be awarded to all employees on that date which is one year from their date of hire or the date of their last step increase. The exact details of the step program are to be established by the City Manager, subject to the funded level in the budget.

Section 5. The 2013 Salary Schedule for authorized positions is attached hereto as Exhibit "B".

Section 6. Section 2 of Ordinance No. 14-11 is amended to read as follows:

Dedication. The City Council hereby dedicates one twelfth of utility tax collections to the maintenance and operations of City parks.

Section 7. 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 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 8. 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 9. This ordinance shall be in force and take effect five (5) days after its publication according to law.

Adopted by the Council on this 11th day of December, 2012.



Mayor Margaret Harto

ATTESTED:

PUBLISHED: December 14, 2012



Sharon Scott, City Clerk

EFFECTIVE: December 19, 2012

APPROVED AS TO FORM:



Sara Springer, City Attorney

2013

EXHIBIT A

City of Covington
Adopted Budget - By Fund
For the Fiscal Year 2013

	General Fund	Street Fund	Development Services Fund	Parks Fund	Surface Water Management Fund	Capital Investment Program Fund	Cumulative Reserve Fund
Beginning Fund Balances (Projected), January 1, 2013	\$ 3,191,576	\$ 387,386	\$ 1,431,422	\$ 214,361	\$ 1,915,656	\$ 836,698	\$ 1,367,301
Projected Revenues:	8,271,462	570,641	1,310,709	1,053,090	1,780,986	1,199,927	8,600
Projected Expenditures:	(6,944,601)	(923,838)	(975,102)	(1,268,524)	(1,685,063)	(1,272,000)	-
Fund Transfers In:	60,810	246,217	-	393,236	-	-	1,875
Fund Transfers (Out):	(1,532,061)	(1,875)	-	(27,483)	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	(144,390)	(108,855)	335,607	150,319	95,923	(72,073)	10,475
Base Budget Projected Ending Fund Balances, December 31, 2013	\$ 3,047,186	\$ 278,531	\$ 1,767,029	\$ 364,680	\$ 2,011,579	\$ 764,623	\$ 1,377,776
Decision Packages:							
Decision Packages Expenditures:	(124,083)	53,200	(52,956)	(217,645)	(46,413)	-	-
Related Revenues	-	-	-	-	-	-	-
Fund Transfers In:	-	-	-	52,000	-	-	-
Fund Transfers (Out):	(52,000)	-	-	-	-	-	-
Debt Proceeds:	-	-	-	-	-	-	-
Total Decision Packages	(176,083)	53,200	(52,956)	(165,645)	(46,413)	-	-
Assigned Ending Fund Balance	2,192,423	-	-	-	-	73,432	-
Adjusted Ending Fund Balances, December 31, 2013	\$ 678,680	\$ 331,731	\$ 1,714,073	\$ 199,035	\$ 1,965,166	\$ 691,191	\$ 1,377,776
Totals for Budget Ordinance Sources	\$ 11,523,848	\$ 1,204,244	\$ 2,742,131	\$ 1,712,687	\$ 3,696,642	\$ 2,036,623	\$ 1,377,776
Totals for Budget Ordinance Uses	(11,523,848)	(1,204,244)	(2,742,131)	(1,712,687)	(3,696,642)	(2,036,623)	(1,377,776)

2013

City of Covington
Adopted Budget - By Fund
For the Fiscal Year 2013

Contingency Fund	Real Estate Excise Tax Fund 1st Qtr%	Real Estate Excise Tax Fund 2nd Qtr%	L.I.D. 99-01 Fund	L.I.D. Guaranty Fund	Long-Term Debt Service Fund	Unemployment Insurance Reserve Fund	Equipment Replacement Fund	Total
\$ 419,029	\$ -	\$ -	\$ -	\$ 52,314	\$ -	\$ 151,333	\$ 573,241	\$ 10,540,315
-	181,560	181,560	38,321	100	-	39,166	123,230	14,759,352
-	-	-	(29,925)	-	(1,283,211)	(50,000)	(105,549)	(14,537,813)
-	-	-	52,414	-	1,283,211	-	-	2,037,763
-	(181,560)	(181,560)	(60,810)	(52,414)	-	-	-	(2,037,763)
-	-	-	-	(52,314)	-	(10,834)	17,681	221,539
\$ 419,029	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,499	\$ 590,922	\$ 10,761,854
-	-	-	-	-	-	-	-	(387,897)
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	52,000
-	-	-	-	-	-	-	-	(52,000)
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	(387,897)
-	-	-	-	-	-	-	-	2,265,855
\$ 419,029	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,499	\$ 590,922	\$ 8,108,102
\$ 419,029	\$ 181,560	\$ 181,560	\$ 90,735	\$ 52,414	\$ 1,283,211	\$ 190,499	\$ 696,471	\$ 27,389,430
(419,029)	(181,560)	(181,560)	(90,735)	(52,414)	(1,283,211)	(190,499)	(696,471)	\$ (27,389,430)

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2013

EXHIBIT B

Position	Salary Range Annual	
City Manager	\$ 141,826	- \$ 169,347
Community Development Director	\$ 112,342	- \$ 134,141
Finance Director	\$ 112,342	- \$ 134,141
Parks & Recreation Director	\$ 112,342	- \$ 134,141
Public Works Director	\$ 112,342	- \$ 134,141
Senior City Engineer	\$ 97,071	- \$ 115,907
Building Official	\$ 91,576	- \$ 109,347
City Engineer	\$ 91,576	- \$ 109,347
Development Review Engineer	\$ 81,503	- \$ 97,319
City Clerk/Executive Assistant	\$ 76,889	- \$ 91,809
Personnel Manager	\$ 74,714	- \$ 89,213
Senior Accountant	\$ 72,537	- \$ 86,614
Maintenance Supervisor	\$ 72,537	- \$ 86,614
Community Relations Coordinator	\$ 72,537	- \$ 86,614
Plans Examiner/Building Inspector	\$ 72,537	- \$ 86,614
Recreation Manager	\$ 72,537	- \$ 86,614
Senior Information Systems Administrator	\$ 70,484	- \$ 84,162
Senior Planner	\$ 70,484	- \$ 84,162
Accountant	\$ 68,431	- \$ 81,709
Aquatic Supervisor	\$ 68,431	- \$ 81,709
Engineering Tech III	\$ 68,431	- \$ 81,709
Permit Center Coordinator	\$ 64,558	- \$ 77,085
Construction Inspector	\$ 64,558	- \$ 77,085
Associate Planner	\$ 62,730	- \$ 74,903

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2013

Position	Salary Range Annual	
Code Enforcement Officer	\$ 60,904	- \$ 72,722
Senior Maintenance Worker	\$ 60,904	- \$ 72,722
Senior Deputy City Clerk	\$ 59,180	- \$ 70,664
Personnel & HS Analyst	\$ 59,180	- \$ 70,664
Finance Specialist	\$ 57,457	- \$ 68,607
Maintenance Worker	\$ 57,457	- \$ 68,607
Deputy City Clerk	\$ 55,830	- \$ 66,664
Engineering Technician II	\$ 55,830	- \$ 66,664
Office Supervisor/PW	\$ 55,830	- \$ 66,664
Assistant Planner	\$ 54,205	- \$ 64,723
Accounting Clerk	\$ 51,135	- \$ 61,057
Aquatics Specialist	\$ 51,135	- \$ 61,057
Engineering Tech I	\$ 51,135	- \$ 61,057
Office Technician II - PW or EO	\$ 44,222	- \$ 52,803
Management Assistant	\$ 39,358	- \$ 46,995
Specialty Instructor	\$ 32,293	- \$ 38,559
Water Safety Instructor	\$ 32,293	- \$ 38,559
Recreation Assistant	\$ 32,293	- \$ 38,559
Aquatics Lead	\$ 27,216	- \$ 32,497
Lifeguard	\$ 25,007	- \$ 29,860
Maintenance Worker (Seasonal)	\$ 26,937	- \$ 32,164
Office Assistant	\$12/hr flat rate	