

ORDINANCE NO. 12-2018

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE 2018 BUDGET BY AMENDING SECTION 2 AND 5 OF ORDINANCE NO. 25-2017

WHEREAS, the city passed Ordinance No. 25-2017 on December 12, 2017, which approved the city's budget for 2018; 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 between funds;

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 2018 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. 25-2017 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 2018 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2018 as set forth below:

<u>FUND</u>	<u>AMOUNT</u>
General Fund	\$24,991,053
Development Services Fund	5,670,218
Street Fund	1,798,810
Surface Water Management Fund	11,887,174
Capital Investment Program	31,823,507
Local Improvement District	32,465
LID Guaranty Fund	32,465
Unemployment Reserve Fund	447,148
Equipment Replacement Fund	1,435,366
Cumulative Reserve Fund	1,482,934
Contingency Fund	411,965

Real Estate Excise Tax Fund 1 st Qtr	600,000
Real Estate Excise Tax Fund 2 nd Qtr	600,000
Long-Term Debt Service Fund	<u>1,182,517</u>
Total All Funds	<u>\$82,395,622</u>

Section 3. Section 5 of Ordinance 25-2017 is amended to include the Amended 2018 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 11th day of December, 2018, and signed in authentication thereof.



Mayor Jeff Wagner

PUBLISHED: December 14, 2018

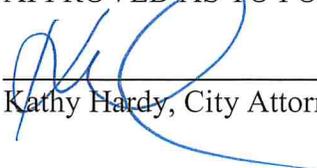
EFFECTIVE: December 19, 2018

ATTESTED:



Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:



Kathy Hardy, City Attorney

ORDINANCE NO. 12-2018 EXHIBIT A

CITY OF COVINGTON Proposed Budget Amendments 2018

2018 Adopted Budget	2018 Proposed Amendment	2018 Amended Budget	% Change
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GENERAL FUND				
REVENUES				
Beginning Fund Balance	\$ 5,696,282	\$ 3,834,822	\$ 9,531,104	167.3%
Operating Revenues	12,412,484	15,000	12,427,484	100.1%
Operating Transfers In	3,032,465	-	3,032,465	100.0%
TOTAL RESOURCES	\$ 21,141,231	\$ 3,849,822	\$ 24,991,053	118.2%
EXPENDITURES				
Operating Expenses	\$ 11,950,997	\$ 15,000	\$ 11,965,997	100.1%
Operating Transfers Out	2,891,892	(370,158)	2,521,534	87.2%
Ending Fund Balance	6,298,542	4,204,980	10,503,522	166.8%
TOTAL USES	\$ 21,141,231	\$ 3,849,822	\$ 24,991,053	118.2%

2018 Adopted Budget	2018 Proposed Amendment	2018 Amended Budget	% Change
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DEVELOPMENT SERVICES FUND				
REVENUES				
Beginning Fund Balance	\$ 4,058,549	\$ 483,229	\$ 4,541,778	111.9%
Operating Revenues	1,128,440	-	1,128,440	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 5,186,989	\$ 483,229	\$ 5,670,218	109.3%
EXPENDITURES				
Operating Expenses	\$ 1,722,690	\$ -	\$ 1,722,690	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	3,464,299	483,229	3,947,528	113.9%
TOTAL USES	\$ 5,186,989	\$ 483,229	\$ 5,670,218	109.3%

STREET FUND				
REVENUES				
Beginning Fund Balance	\$ 354,707	\$ 51,916	\$ 406,623	114.6%
Operating Revenues	1,049,690	-	1,049,690	100.0%
Operating Transfers In	162,497	180,000	342,497	210.8%
TOTAL RESOURCES	\$ 1,566,894	\$ 231,916	\$ 1,798,810	114.8%
EXPENDITURES				
Operating Expenses	\$ 1,424,449	\$ -	\$ 1,424,449	100.0%
Operating Transfers Out	-	273,700	273,700	0.0%
Ending Fund Balance	142,445	(41,784)	100,661	70.7%
TOTAL USES	\$ 1,566,894	\$ 231,916	\$ 1,798,810	114.8%

SURFACE WATER MANAGEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 8,142,375	\$ 1,231,261	\$ 9,373,636	115.1%
Operating Revenues	2,409,564	103,974	2,513,538	104.3%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 10,551,939	\$ 1,335,235	\$ 11,887,174	112.7%
EXPENDITURES				
Operating Expenses	\$ 2,482,292	\$ 103,974	\$ 2,586,266	104.2%
Operating Transfers Out	725,000	202,230	927,230	127.9%
Ending Fund Balance	7,344,647	1,029,031	8,373,678	114.0%
TOTAL USES	\$ 10,551,939	\$ 1,335,235	\$ 11,887,174	112.7%

CAPITAL INVESTMENT PROGRAM FUND				
REVENUES				
Beginning Fund Balance	\$ 6,252,066	\$ (1,924,693)	\$ 4,327,373	69.2%
Operating Revenues	22,704,867	1,445,000	24,149,867	106.4%
Operating Transfers In	2,972,178	374,089	3,346,267	112.6%
TOTAL RESOURCES	\$ 31,929,111	\$ (105,604)	\$ 31,823,507	99.7%
EXPENDITURES				
Operating Expenses	\$ 26,578,657	\$ 1,360,000	\$ 27,938,657	105.1%
Operating Transfers Out	3,000,000	-	3,000,000	100.0%
Ending Fund Balance	2,350,454	(1,465,604)	884,850	37.6%
TOTAL USES	\$ 31,929,111	\$ (105,604)	\$ 31,823,507	99.7%

LOCAL IMPROVEMENT DISTRICT 99-01 FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	32,465	-	32,465	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 32,465	\$ -	\$ 32,465	100.0%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	32,465	-	32,465	100.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 32,465	\$ -	\$ 32,465	100.0%

LOCAL IMPROVEMENT DIST. 99-01 GUARANTY FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	32,465	-	32,465	100.0%
TOTAL RESOURCES	\$ 32,465	\$ -	\$ 32,465	100.0%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	32,465	-	32,465	100.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 32,465	\$ -	\$ 32,465	100.0%

UNEMPLOYMENT INSURANCE RESERVE FUND				
REVENUES				
Beginning Fund Balance	\$ 383,737	\$ 912	\$ 384,649	100.2%
Operating Revenues	62,499	-	62,499	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 446,236	\$ 912	\$ 447,148	100.2%
EXPENDITURES				
Operating Expenses	\$ 15,000	\$ -	\$ 15,000	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	431,236	912	432,148	100.2%
TOTAL USES	\$ 446,236	\$ 912	\$ 447,148	100.2%

CITY OF COVINGTON
Proposed Budget Amendments
2018

2018 Adopted Budget	2018 Proposed Amendment	2018 Amended Budget	% Change
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EQUIPMENT REPLACEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 1,101,465	\$ 65,077	\$ 1,166,542	105.9%
Operating Revenues	268,824	-	268,824	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 1,370,289	\$ 65,077	\$ 1,435,366	104.7%
EXPENDITURES				
Operating Expenses	\$ 214,266	\$ -	\$ 214,266	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	1,156,023	65,077	1,221,100	105.6%
TOTAL USES	\$ 1,370,289	\$ 65,077	\$ 1,435,366	104.7%

2018 Adopted Budget	2018 Proposed Amendment	2018 Amended Budget	% Change
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CUMULATIVE RESERVE FUND				
REVENUES				
Beginning Fund Balance	\$ 1,440,956	\$ (6,722)	\$ 1,434,234	99.5%
Operating Revenues	15,000	-	15,000	100.0%
Operating Transfers In	-	33,700	33,700	0.0%
TOTAL RESOURCES	\$ 1,455,956	\$ 26,978	\$ 1,482,934	101.9%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	1,455,956	26,978	1,482,934	101.9%
TOTAL USES	\$ 1,455,956	\$ 26,978	\$ 1,482,934	101.9%

CONTINGENCY FUND				
REVENUES				
Beginning Fund Balance	\$ 412,923	\$ (958)	\$ 411,965	99.8%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 412,923	\$ (958)	\$ 411,965	99.8%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	412,923	(958)	411,965	99.8%
TOTAL USES	\$ 412,923	\$ (958)	\$ 411,965	99.8%

REAL ESTATE EXCISE TAX FUND 1ST QTR				
REVENUES				
Beginning Fund Balance	\$ 28,396	\$ 26,846	\$ 55,242	194.5%
Operating Revenues	350,250	194,508	544,758	155.5%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 378,646	\$ 221,354	\$ 600,000	158.5%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	350,250	241,008	591,258	168.8%
Ending Fund Balance	28,396	(19,654)	8,742	30.8%
TOTAL USES	\$ 378,646	\$ 221,354	\$ 600,000	158.5%

REAL ESTATE EXCISE TAX FUND 2ND QTR				
REVENUES				
Beginning Fund Balance	\$ 28,396	\$ 26,846	\$ 55,242	194.5%
Operating Revenues	350,250	194,508	544,758	155.5%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 378,646	\$ 221,354	\$ 600,000	158.5%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	350,250	241,009	591,259	168.8%
Ending Fund Balance	28,396	(19,655)	8,741	30.8%
TOTAL USES	\$ 378,646	\$ 221,354	\$ 600,000	158.5%

LONG-TERM DEBT SERVICE FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	1,182,517	-	1,182,517	100.0%
TOTAL RESOURCES	\$ 1,182,517	\$ -	\$ 1,182,517	100.0%
EXPENDITURES				
Operating Expenses	\$ 1,182,517	\$ -	\$ 1,182,517	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 1,182,517	\$ -	\$ 1,182,517	100.0%

SUMMARY				
REVENUES				
Beginning Fund Balance	\$ 27,899,852	\$ 3,788,536	\$ 31,688,388	113.6%
Operating Revenues	40,784,333	1,952,990	42,737,323	104.8%
Operating Transfers In	7,382,122	587,789	7,969,911	108.0%
TOTAL RESOURCES	\$ 76,066,307	\$ 6,329,315	\$ 82,395,622	108.3%
EXPENDITURES				
Operating Expenses	\$ 45,570,868	\$ 1,478,974	\$ 47,049,842	103.2%
Operating Transfers Out	7,382,122	587,789	7,969,911	108.0%
Ending Fund Balance	23,113,317	4,262,552	27,375,869	118.4%
TOTAL USES	\$ 76,066,307	\$ 6,329,315	\$ 82,395,622	108.3%

ORDINANCE NO. 12-2018
EXHIBIT B

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2018

Position	Salary Range	
	Annual	
City Manager	\$ 156,610	- \$ 187,000
City Attorney	\$ 124,053	- \$ 148,126
Community Development Director	\$ 124,053	- \$ 148,126
Finance Director	\$ 124,053	- \$ 148,126
Parks & Recreation Director	\$ 124,053	- \$ 148,126
Public Works Director	\$ 124,053	- \$ 148,126
Chief Building Official	\$ 107,190	- \$ 127,991
City Engineer	\$ 101,122	- \$ 120,745
Development Review Engineer	\$ 90,000	- \$ 107,464
Deputy Building Official	\$ 90,000	- \$ 107,464
Senior Information Systems Administrator	\$ 87,451	- \$ 104,421
City Clerk/Executive Assistant	\$ 84,905	- \$ 101,381
Operations & Maintenance Manager	\$ 84,905	- \$ 101,381
Personnel Manager	\$ 82,503	- \$ 98,513
Principal Planner	\$ 82,503	- \$ 98,513
Senior Accountant	\$ 80,100	- \$ 95,644
Maintenance Supervisor	\$ 80,100	- \$ 95,644
Communications & Marketing Manager	\$ 80,100	- \$ 95,644
Parks Planning & Development Manager	\$ 80,100	- \$ 95,644
Plans Examiner/Building Inspector	\$ 80,100	- \$ 95,644
Recreation & Cultural Arts Manager	\$ 80,100	- \$ 95,644
Senior Planner	\$ 77,832	- \$ 92,935
Aquatic Manager	\$ 75,565	- \$ 90,228
Senior Permit Center Coordinator	\$ 75,565	- \$ 90,228

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2018

Position	Salary Range		
	Annual		
Surface Water Management Program Coordinator	\$	73,382	- \$ 87,622
Associate Planner	\$	73,382	- \$ 87,622
Construction Inspector	\$	71,288	- \$ 85,122
Senior Lead Maintenance Worker	\$	71,288	- \$ 85,122
Associate Planner/Code Enforcement Officer	\$	69,269	- \$ 82,711
Personnel & Senior Human Services Planner	\$	69,269	- \$ 82,711
Programs Supervisor/Public Works	\$	69,269	- \$ 82,711
Accountant I	\$	67,252	- \$ 80,303
Building Inspector	\$	67,252	- \$ 80,303
Code Enforcement Officer	\$	67,252	- \$ 80,303
Engineering Technician	\$	67,252	- \$ 80,303
Personnel & Human Services Planner	\$	65,349	- \$ 78,030
Senior Deputy City Clerk	\$	65,349	- \$ 78,030
Lead Maintenance Worker	\$	63,447	- \$ 75,759
Senior Accounting Clerk	\$	59,856	- \$ 71,472
Aquatics Specialist	\$	56,466	- \$ 67,424
Athletics Specialist	\$	56,466	- \$ 67,424
Customer Service Specialist	\$	56,466	- \$ 67,424
Desktop Support Technician	\$	56,466	- \$ 67,424
Recreation Specialist	\$	56,466	- \$ 67,424
Maintenance Worker II	\$	54,869	- \$ 65,516
Executive Department Assistant/Receptionist	\$	51,763	- \$ 61,807
Permit/Planning Technician	\$	50,253	- \$ 60,005
Office Technician II/Executive Office	\$	48,832	- \$ 58,308

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2018

Position	Salary Range Annual
Maintenance Worker I	\$ 48,832 - \$ 58,308
Finance Assistant II	\$ 43,460 - \$ 51,893
Management Assistant	\$ 43,460 - \$ 51,893
Maintenance Aide	\$ 42,195 - \$ 50,383
Recreation Assistant	\$ 42,195 - \$ 50,383
Recreation Instructor	\$ 41,520 - \$ 49,577
Water Safety Instructor II	\$ 37,799 - \$ 45,134
Specialty Instructor	\$ 35,660 - \$ 42,580
Water Safety Instructor	\$ 35,660 - \$ 42,580
Office Assistant III	\$ 32,468 - \$ 38,767
Intern	\$ 31,558 - \$ 37,683
Finance Assistant I	\$ 31,558 - \$ 37,683
Aquatics Lead	\$ 30,052 - \$ 35,884
Lifeguard II	\$ 30,052 - \$ 35,884
Maintenance Worker (Seasonal)	\$ 29,746 - \$ 35,517
Office Assistant II	\$ 28,888 - \$ 34,494
Lifeguard	\$ 28,352 - \$ 33,853
Recreation Lead	\$ 28,352 - \$ 33,853
Referee	\$ 23,920 - \$ 28,562
Facility Attendant	\$24/hr flat rate
Facility Monitor	\$12/hr flat rate
Recreation Aide	\$12/hr flat rate
Office Assistant I	\$12/hr flat rate
Intern - Parks & Recreation	\$1,000/stipend