

ORDINANCE NO. 17-2019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE 2019 BUDGET BY AMENDING SECTION 2 AND 5 OF ORDINANCE NO. 14-2018

WHEREAS, the city passed Ordinance No. 14-2018 on December 11, 2018, which approved the city's budget for 2019; 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 2019 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. 14-2018 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 2019 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2019 as set forth below:

<u>FUND</u>	<u>AMOUNT</u>
General Fund	\$23,599,489
Development Services Fund	6,634,753
Street Fund	2,498,859
Surface Water Management Fund	12,998,149
Capital Investment Program	23,341,480
Local Improvement District	30,350
LID Guaranty Fund	30,350
Unemployment Reserve Fund	523,223
Equipment Replacement Fund	1,567,330
Cumulative Reserve Fund	1,500,805
Contingency Fund	416,518

Real Estate Excise Tax Fund 1 st Qtr	655,929
Real Estate Excise Tax Fund 2 nd Qtr	655,927
Long-Term Debt Service Fund	<u>1,180,143</u>
Total All Funds	<u>\$75,633,305</u>

Section 3. Section 5 of Ordinance 14-2018 is amended to include the Amended 2019 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 10th day of December 2019 and signed in authentication thereof.



 Mayor Jeff Wagner

PUBLISHED: December 13, 2019

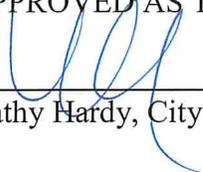
EFFECTIVE: December 18, 2019

ATTESTED:



 Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:



 Kathy Hardy, City Attorney

CITY OF COVINGTON
Proposed Budget Amendments
2019

ORDINANCE NO. 17-2019
EXHIBIT A

2019 Adopted Budget	2019 Proposed Amendment	2019 Amended Budget	% Change
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GENERAL FUND				
REVENUES				
Beginning Fund Balance	\$ 9,115,649	\$ 438,423	\$ 9,554,072	104.8%
Operating Revenues	13,494,919	100,148	13,595,067	100.7%
Operating Transfers In	54,953	395,397	450,350	819.5%
TOTAL RESOURCES	\$ 22,665,521	\$ 933,968	\$ 23,599,489	104.1%
EXPENDITURES				
Operating Expenses	\$ 12,561,679	\$ 111,970	\$ 12,673,649	100.9%
Operating Transfers Out	1,219,807	608,963	1,828,770	149.9%
Ending Fund Balance	8,884,035	213,035	9,097,070	102.4%
TOTAL USES	\$ 22,665,521	\$ 933,968	\$ 23,599,489	104.1%

2019 Adopted Budget	2019 Proposed Amendment	2019 Amended Budget	% Change
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DEVELOPMENT SERVICES FUND				
REVENUES				
Beginning Fund Balance	\$ 4,917,454	\$ 102,227	\$ 5,019,681	102.1%
Operating Revenues	1,615,072	-	1,615,072	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 6,532,526	\$ 102,227	\$ 6,634,753	101.6%
EXPENDITURES				
Operating Expenses	\$ 1,874,576	\$ -	\$ 1,874,576	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	4,657,950	102,227	4,760,177	102.2%
TOTAL USES	\$ 6,532,526	\$ 102,227	\$ 6,634,753	101.6%

STREET FUND				
REVENUES				
Beginning Fund Balance	\$ 165,859	\$ 134,161	\$ 300,020	180.9%
Operating Revenues	1,074,710	161,000	1,235,710	115.0%
Operating Transfers In	723,129	240,000	963,129	133.2%
TOTAL RESOURCES	\$ 1,963,698	\$ 535,161	\$ 2,498,859	127.3%
EXPENDITURES				
Operating Expenses	\$ 1,404,021	\$ 161,000	\$ 1,565,021	111.5%
Operating Transfers Out	419,275	245,400	664,675	158.5%
Ending Fund Balance	140,402	128,761	269,163	191.7%
TOTAL USES	\$ 1,963,698	\$ 535,161	\$ 2,498,859	127.3%

SURFACE WATER MANAGEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 8,353,003	\$ 1,809,235	\$ 10,162,238	121.7%
Operating Revenues	2,654,500	1,411	2,655,911	100.1%
Operating Transfers In	-	180,000	180,000	0.0%
TOTAL RESOURCES	\$ 11,007,503	\$ 1,990,646	\$ 12,998,149	118.1%
EXPENDITURES				
Operating Expenses	\$ 2,644,515	\$ 1,411	\$ 2,645,926	100.1%
Operating Transfers Out	499,455	41,806	541,261	108.4%
Ending Fund Balance	7,863,533	1,947,429	9,810,962	124.8%
TOTAL USES	\$ 11,007,503	\$ 1,990,646	\$ 12,998,149	118.1%

CAPITAL INVESTMENT PROGRAM FUND				
REVENUES				
Beginning Fund Balance	\$ 4,387,943	\$ 3,209,328	\$ 7,597,271	173.1%
Operating Revenues	10,730,174	2,962,458	13,692,632	127.6%
Operating Transfers In	1,218,265	833,312	2,051,577	168.4%
TOTAL RESOURCES	\$ 16,336,382	\$ 7,005,098	\$ 23,341,480	142.9%
EXPENDITURES				
Operating Expenses	\$ 12,335,075	\$ 5,644,734	\$ 17,979,809	145.8%
Operating Transfers Out	-	600,000	600,000	0.0%
Ending Fund Balance	4,001,307	760,364	4,761,671	119.0%
TOTAL USES	\$ 16,336,382	\$ 7,005,098	\$ 23,341,480	142.9%

LOCAL IMPROVEMENT DISTRICT 99-01 FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	30,350	-	30,350	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 30,350	\$ -	\$ 30,350	100.0%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	30,350	-	30,350	100.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 30,350	\$ -	\$ 30,350	100.0%

LOCAL IMPROVEMENT DIST. 99-01 GUARANTY FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	30,350	-	30,350	100.0%
TOTAL RESOURCES	\$ 30,350	\$ -	\$ 30,350	100.0%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	30,350	-	30,350	100.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 30,350	\$ -	\$ 30,350	100.0%

UNEMPLOYMENT INSURANCE RESERVE FUND				
REVENUES				
Beginning Fund Balance	\$ 450,503	\$ 2,045	\$ 452,548	100.5%
Operating Revenues	70,675	-	70,675	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 521,178	\$ 2,045	\$ 523,223	100.4%
EXPENDITURES				
Operating Expenses	\$ 15,000	\$ -	\$ 15,000	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	506,178	2,045	508,223	100.4%
TOTAL USES	\$ 521,178	\$ 2,045	\$ 523,223	100.4%

CITY OF COVINGTON
Proposed Budget Amendments
2019

2019 Adopted Budget	2019 Proposed Amendment	2019 Amended Budget	% Change
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EQUIPMENT REPLACEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 1,144,099	\$ 214,667	\$ 1,358,766	118.8%
Operating Revenues	208,564	-	208,564	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 1,352,663	\$ 214,667	\$ 1,567,330	115.9%
EXPENDITURES				
Operating Expenses	\$ 55,960	\$ -	\$ 55,960	100.0%
Operating Transfers Out	24,603	(24,603)	-	0.0%
Ending Fund Balance	1,272,100	239,270	1,511,370	118.8%
TOTAL USES	\$ 1,352,663	\$ 214,667	\$ 1,567,330	115.9%

2019 Adopted Budget	2019 Proposed Amendment	2019 Amended Budget	% Change
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CUMULATIVE RESERVE FUND				
REVENUES				
Beginning Fund Balance	\$ 1,485,054	\$ 15,751	\$ 1,480,805	101.1%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	20,000	-	20,000	100.0%
TOTAL RESOURCES	\$ 1,485,054	\$ 15,751	\$ 1,500,805	101.1%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	1,485,054	15,751	1,500,805	101.1%
TOTAL USES	\$ 1,485,054	\$ 15,751	\$ 1,500,805	101.1%

CONTINGENCY FUND				
REVENUES				
Beginning Fund Balance	\$ 414,320	\$ 2,198	\$ 416,518	100.5%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 414,320	\$ 2,198	\$ 416,518	100.5%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	414,320	2,198	416,518	100.5%
TOTAL USES	\$ 414,320	\$ 2,198	\$ 416,518	100.5%

REAL ESTATE EXCISE TAX FUND 1ST QTR				
REVENUES				
Beginning Fund Balance	\$ 8,742	\$ 79,536	\$ 88,278	1009.8%
Operating Revenues	492,758	74,893	567,651	115.2%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 501,500	\$ 154,429	\$ 655,929	130.8%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	501,500	88,572	590,072	117.7%
Ending Fund Balance	-	65,857	65,857	0.0%
TOTAL USES	\$ 501,500	\$ 154,429	\$ 655,929	130.8%

REAL ESTATE EXCISE TAX FUND 2ND QTR				
REVENUES				
Beginning Fund Balance	\$ 8,741	\$ 79,537	\$ 88,278	1009.9%
Operating Revenues	492,759	74,890	567,649	115.2%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 501,500	\$ 154,427	\$ 655,927	130.8%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	501,500	88,571	590,071	117.7%
Ending Fund Balance	-	65,856	65,856	0.0%
TOTAL USES	\$ 501,500	\$ 154,427	\$ 655,927	130.8%

LONG-TERM DEBT SERVICE FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	1,180,143	-	1,180,143	100.0%
TOTAL RESOURCES	\$ 1,180,143	\$ -	\$ 1,180,143	100.0%
EXPENDITURES				
Operating Expenses	\$ 1,180,143	\$ -	\$ 1,180,143	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 1,180,143	\$ -	\$ 1,180,143	100.0%

SUMMARY				
REVENUES				
Beginning Fund Balance	\$ 30,431,367	\$ 6,087,108	\$ 36,518,475	120.0%
Operating Revenues	30,864,481	3,374,800	34,239,281	110.9%
Operating Transfers In	3,226,840	1,648,709	4,875,549	151.1%
TOTAL RESOURCES	\$ 64,522,688	\$ 11,110,617	\$ 75,633,305	117.2%
EXPENDITURES				
Operating Expenses	\$ 32,070,969	\$ 5,919,115	\$ 37,990,084	118.5%
Operating Transfers Out	3,226,840	1,648,709	4,875,549	151.1%
Ending Fund Balance	29,224,879	3,542,793	32,767,672	112.1%
TOTAL USES	\$ 64,522,688	\$ 11,110,617	\$ 75,633,305	117.2%

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2019

ORDINANCE NO. 17-2019
EXHIBIT B

Position	Salary Range Annual	
City Manager	\$ 162,325	- \$ 193,824
City Attorney	\$ 128,580	- \$ 153,531
Community Development Director	\$ 128,580	- \$ 153,531
Finance Director	\$ 128,580	- \$ 153,531
Parks & Recreation Director	\$ 128,580	- \$ 153,531
Public Works Director	\$ 128,580	- \$ 153,531
Chief Building Official	\$ 111,102	- \$ 132,661
City Engineer	\$ 104,812	- \$ 125,151
Planning Manager	\$ 101,845	- \$ 121,608
IT Manager	\$ 96,082	\$ 114,727
Personnel Manager	\$ 96,082	- \$ 114,727
Deputy Building Official	\$ 93,285	- \$ 111,388
Development Review Engineer	\$ 93,285	- \$ 111,388
Principal Planner	\$ 90,642	- \$ 108,231
Aquatic Manager	\$ 88,004	- \$ 105,081
City Clerk/Executive Assistant	\$ 88,004	- \$ 105,081
Operations & Maintenance Manager	\$ 88,004	- \$ 105,081
Parks Planning & Development Manager	\$ 88,004	- \$ 105,081
Permit Center Manager	\$ 88,004	- \$ 105,081
Recreation & Cultural Arts Manager	\$ 88,004	- \$ 105,081
Surface Water Management Program Coordinator	\$ 85,514	- \$ 102,107
Communications & Marketing Manager	\$ 83,023	- \$ 99,133
Senior Accountant	\$ 83,023	- \$ 99,133
Senior Planner	\$ 80,672	- \$ 96,328

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2019

Position	Salary Range	
	Annual	
Construction Inspector/GIS Coordinator	\$ 78,323	- \$ 93,523
Programs Supervisor/Public Works	\$ 78,323	- \$ 93,523
Senior Permit Center Coordinator	\$ 78,323	- \$ 93,523
Senior Engineering Technician	\$ 73,890	- \$ 88,229
Senior Lead Maintenance Worker	\$ 73,890	- \$ 88,229
Senior Deputy City Clerk	\$ 71,797	- \$ 85,730
Personnel & Human Services Planner	\$ 71,797	- \$ 85,730
Accountant I	\$ 69,706	- \$ 83,233
Building Inspector	\$ 69,706	- \$ 83,233
Engineering Technician	\$ 69,706	- \$ 83,233
Assistant Planner/Code Enforcement Officer	\$ 65,762	- \$ 78,523
Lead Maintenance Worker	\$ 65,762	- \$ 78,523
Senior Accounting Clerk	\$ 62,040	- \$ 74,080
Senior Recreation Specialist	\$ 62,040	- \$ 74,080
Maintenance Worker II	\$ 60,284	- \$ 71,984
Accounting Technician	\$ 58,527	- \$ 69,884
Aquatics Specialist	\$ 58,527	- \$ 69,884
Athletics Specialist	\$ 58,527	- \$ 69,884
Customer Service Specialist	\$ 58,527	- \$ 69,884
Desktop Support Technician	\$ 58,527	- \$ 69,884
Recreation Specialist	\$ 58,527	- \$ 69,884
Permit/Planning Technician	\$ 55,216	- \$ 65,929
Planning Technician	\$ 55,216	- \$ 65,929
Executive Department Assistant/Receptionist	\$ 53,652	- \$ 64,065

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2019

Position	Salary Range	
	Annual	
Aquatic Center Maintenance Technician	\$ 50,614	- \$ 60,435
Office Technician II/Executive Office	\$ 50,614	- \$ 60,435
Maintenance Worker I	\$ 50,614	- \$ 60,435
Management Assistant	\$ 49,140	- \$ 58,675
Recreation Assistant	\$ 47,747	- \$ 57,012
Finance Assistant II	\$ 45,046	- \$ 53,788
Aquatics Assistant	\$ 43,735	- \$ 52,222
Maintenance Aide	\$ 43,735	- \$ 52,222
Water Safety Instructor II	\$ 39,178	- \$ 46,781
Specialty Instructor	\$ 36,961	- \$ 44,133
Water Safety Instructor	\$ 36,961	- \$ 44,133
Maintenance Aide (Seasonal)	\$ 34,438	- \$ 41,121
Aquatics Lead	\$ 34,261	- \$ 40,910
Customer Service Representative	\$ 34,261	- \$ 40,910
Office Assistant III	\$ 33,653	- \$ 40,183
Intern	\$ 32,710	- \$ 39,057
Finance Assistant I	\$ 32,710	- \$ 39,057
Lifeguard II	\$ 31,149	- \$ 37,192
Office Assistant II	\$ 29,942	- \$ 35,752
Lifeguard	\$ 29,387	- \$ 35,089
Facility Attendant	\$24.88/hr flat rate	
Facility Monitor	\$12.44/hr flat rate	
Office Assistant I	\$12.44/hr flat rate	
Recreation Aide II	\$15.55/hr flat rate	

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2019

Position	Salary Range Annual
Recreation Aide I	\$13.99/hr flat rate
Recreation Instructor II	\$25.91/hr flat rate
Recreation Instructor I	\$23.32/hr flat rate
Recreation Lead II	\$18.14/hr flat rate
Recreation Lead I	\$16.07/hr flat rate
Referee II	\$17.62/hr flat rate
Referee I	\$15.55/hr flat rate