

ORDINANCE NO. 22-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE 2017 BUDGET BY AMENDING SECTION 2 OF ORDINANCE NO. 21-2016 AND SECTION 1 OF ORDINANCE NO. 01-2017

WHEREAS, the city passed Ordinance No. 21-2016 on November 22, 2016, which approved the city's budget for 2017; and

WHEREAS, the city passed Ordinance No. 01-2017 on February 28, 2017, which amended the city's Employee Positions/Salary Range Schedule; 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;

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 2017 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. 21-2016 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 2017 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2017 as set forth below:

<u>FUND</u>	<u>AMOUNT</u>
General Fund	\$18,696,441
Development Services Fund	4,907,311
Street Fund	1,594,010
Surface Water Management Fund	10,845,953
Capital Investment Program	20,284,143
Local Improvement District	33,010
LID Guaranty Fund	33,010

Unemployment Reserve Fund	381,097
Equipment Replacement Fund	1,292,901
Cumulative Reserve Fund	1,439,139
Contingency Fund	412,923
Real Estate Excise Tax Fund 1 st Qtr	600,550
Real Estate Excise Tax Fund 2 nd Qtr	600,550
Long-Term Debt Service Fund	1,181,742
Total All Funds	<u>\$62,302,780</u>

Section 3. Section 1 of Ordinance 01-2017 is amended to include the Amended 2017 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.

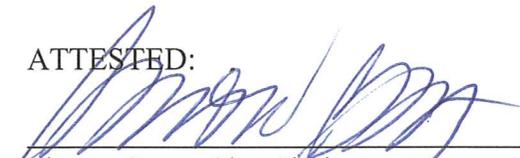
Section 5. This ordinance shall be in force and take effect five (5) days after its publication according to law.

PASSED by the Council on this 12th day of December, 2017, and signed in authentication thereof.



 Mayor Jeff Wagner

PUBLISHED: 12-15-2017
 EFFECTIVE: 12-20-2017

ATTESTED:


 Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:


 Kathy Hardy, City Attorney

EXHIBIT A

CITY OF COVINGTON Proposed Budget Amendments 2017

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
GENERAL FUND				
REVENUES				
Beginning Fund Balance	\$ 5,757,105	\$ 1,190,830	\$ 6,948,025	120.7%
Operating Revenues	11,658,281	57,115	11,715,406	100.5%
Operating Transfers In	33,010	-	33,010	100.0%
TOTAL RESOURCES	\$ 17,448,496	\$ 1,247,945	\$ 18,696,441	107.2%
EXPENDITURES				
Operating Expenses	\$ 10,715,453	\$ 57,115	\$ 10,772,568	100.5%
Operating Transfers Out	1,359,000	2,485,631	3,844,631	282.9%
Ending Fund Balance	5,374,043	(1,294,801)	4,079,242	75.9%
TOTAL USES	\$ 17,448,496	\$ 1,247,945	\$ 18,696,441	107.2%

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
DEVELOPMENT SERVICES FUND				
REVENUES				
Beginning Fund Balance	\$ 3,178,725	\$ 447,131	\$ 3,625,856	114.1%
Operating Revenues	1,281,455	-	1,281,455	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 4,460,180	\$ 447,131	\$ 4,907,311	110.0%
EXPENDITURES				
Operating Expenses	\$ 1,483,071	\$ -	\$ 1,483,071	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	2,977,109	447,131	3,424,240	115.0%
TOTAL USES	\$ 4,460,180	\$ 447,131	\$ 4,907,311	110.0%

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
STREET FUND				
REVENUES				
Beginning Fund Balance	\$ 475,898	\$ 61,956	\$ 537,854	113.0%
Operating Revenues	937,340	42,220	979,560	104.5%
Operating Transfers In	76,596	-	76,596	100.0%
TOTAL RESOURCES	\$ 1,489,834	\$ 104,176	\$ 1,594,010	107.0%
EXPENDITURES				
Operating Expenses	\$ 1,291,877	\$ 42,220	\$ 1,334,097	103.3%
Operating Transfers Out	2,000	8,000	10,000	500.0%
Ending Fund Balance	195,957	53,956	249,913	127.5%
TOTAL USES	\$ 1,489,834	\$ 104,176	\$ 1,594,010	107.0%

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
SURFACE WATER MANAGEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 8,174,565	\$ 384,188	\$ 8,558,753	104.7%
Operating Revenues	2,135,860	151,340	2,287,200	107.1%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 10,310,425	\$ 535,528	\$ 10,845,953	105.2%
EXPENDITURES				
Operating Expenses	\$ 2,812,372	\$ 151,340	\$ 2,963,712	105.4%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	7,498,053	384,188	7,882,241	105.1%
TOTAL USES	\$ 10,310,425	\$ 535,528	\$ 10,845,953	105.2%

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
CAPITAL INVESTMENT PROGRAM FUND				
REVENUES				
Beginning Fund Balance	\$ 3,540,142	\$ (818,359)	\$ 2,721,783	76.9%
Operating Revenues	12,459,198	1,315,769	13,774,967	110.6%
Operating Transfers In	801,782	3,185,631	3,987,393	629.4%
TOTAL RESOURCES	\$ 16,601,102	\$ 3,683,041	\$ 20,284,143	122.2%
EXPENDITURES				
Operating Expenses	\$ 13,331,957	\$ 1,501,400	\$ 14,833,357	111.3%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	3,269,145	2,181,641	5,450,786	168.7%
TOTAL USES	\$ 16,601,102	\$ 3,683,041	\$ 20,284,143	122.2%

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
LID FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	33,010	-	33,010	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 33,010	\$ -	\$ 33,010	100.0%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	33,010	-	33,010	100.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 33,010	\$ -	\$ 33,010	100.0%

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
LID GUARANTY FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	33,010	-	33,010	100.0%
TOTAL RESOURCES	\$ 33,010	\$ -	\$ 33,010	100.0%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	33,010	-	33,010	100.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 33,010	\$ -	\$ 33,010	100.0%

	2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
UNEMPLOYMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 320,496	\$ 4,811	\$ 325,307	101.5%
Operating Revenues	55,790	-	55,790	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 376,286	\$ 4,811	\$ 381,097	101.3%
EXPENDITURES				
Operating Expenses	\$ 15,000	\$ -	\$ 15,000	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	361,286	4,811	366,097	101.3%
TOTAL USES	\$ 376,286	\$ 4,811	\$ 381,097	101.3%

CITY OF COVINGTON
Proposed Budget Amendments
2017

2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
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EQUIPMENT REPLACEMENT FUND				
REVENUES				
Beginning Fund Balance	\$ 1,075,306	\$ 9,731	\$ 1,085,037	100.9%
Operating Revenues	207,864	-	207,864	100.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 1,283,170	\$ 9,731	\$ 1,292,901	100.8%
EXPENDITURES				
Operating Expenses	\$ 170,108	\$ -	\$ 170,108	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	1,113,062	9,731	1,122,793	100.9%
TOTAL USES	\$ 1,283,170	\$ 9,731	\$ 1,292,901	100.8%

2017 Adopted Budget	2017 Proposed Amendment	2017 Amended Budget	% Change
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CUMULATIVE RESERVE FUND				
REVENUES				
Beginning Fund Balance	\$ 1,426,765	\$ (5,226)	\$ 1,421,539	99.6%
Operating Revenues	7,600	-	7,600	100.0%
Operating Transfers In	2,000	8,000	10,000	500.0%
TOTAL RESOURCES	\$ 1,436,365	\$ 2,774	\$ 1,439,139	100.2%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	1,436,365	2,774	1,439,139	100.2%
TOTAL USES	\$ 1,436,365	\$ 2,774	\$ 1,439,139	100.2%

CONTINGENCY FUND				
REVENUES				
Beginning Fund Balance	\$ 421,746	\$ (8,823)	\$ 412,923	97.9%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 421,746	\$ (8,823)	\$ 412,923	97.9%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	421,746	(8,823)	412,923	97.9%
TOTAL USES	\$ 421,746	\$ (8,823)	\$ 412,923	97.9%

REAL ESTATE EXCISE TAX FUND 1ST QTR				
REVENUES				
Beginning Fund Balance	\$ -	\$ 28,396	\$ 28,396	0.0%
Operating Revenues	250,650	321,604	572,154	228.4%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 250,650	\$ 350,000	\$ 600,550	239.7%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	250,650	350,000	600,550	239.7%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 250,650	\$ 350,000	\$ 600,550	239.7%

REAL ESTATE EXCISE TAX FUND 2ND QTR				
REVENUES				
Beginning Fund Balance	\$ -	\$ 28,396	\$ 28,396	0.0%
Operating Revenues	250,650	321,604	572,154	228.4%
Operating Transfers In	-	-	-	0.0%
TOTAL RESOURCES	\$ 250,650	\$ 350,000	\$ 600,550	239.7%
EXPENDITURES				
Operating Expenses	\$ -	\$ -	\$ -	0.0%
Operating Transfers Out	250,650	350,000	600,550	239.7%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 250,650	\$ 350,000	\$ 600,550	239.7%

LONG-TERM DEBT SERVICE FUND				
REVENUES				
Beginning Fund Balance	\$ -	\$ -	\$ -	0.0%
Operating Revenues	-	-	-	0.0%
Operating Transfers In	1,181,742	-	1,181,742	100.0%
TOTAL RESOURCES	\$ 1,181,742	\$ -	\$ 1,181,742	100.0%
EXPENDITURES				
Operating Expenses	\$ 1,181,742	\$ -	\$ 1,181,742	100.0%
Operating Transfers Out	-	-	-	0.0%
Ending Fund Balance	-	-	-	0.0%
TOTAL USES	\$ 1,181,742	\$ -	\$ 1,181,742	100.0%

SUMMARY				
REVENUES				
Beginning Fund Balance	\$ 24,370,838	\$ 1,323,031	\$ 25,693,869	105.4%
Operating Revenues	29,277,508	2,209,652	31,487,160	107.5%
Operating Transfers In	1,928,120	3,193,631	5,121,751	265.6%
TOTAL RESOURCES	\$ 55,576,466	\$ 6,726,314	\$ 62,302,780	112.1%
EXPENDITURES				
Operating Expenses	\$ 31,001,580	\$ 1,752,075	\$ 32,753,655	105.7%
Operating Transfers Out	1,928,120	3,193,631	5,121,751	265.6%
Ending Fund Balance	22,646,766	1,780,608	24,427,374	107.9%
TOTAL USES	\$ 55,576,466	\$ 6,726,314	\$ 62,302,780	112.1%

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2017 - AMENDED

EXHIBIT B

Position	Salary Range Annual	
City Manager	\$ 152,000	- \$ 181,496
City Attorney	\$ 120,401	- \$ 143,764
Community Development Director	\$ 120,401	- \$ 143,764
Finance Director	\$ 120,401	- \$ 143,764
Parks & Recreation Director	\$ 120,401	- \$ 143,764
Public Works Director	\$ 120,401	- \$ 143,764
Chief Building Official	\$ 104,034	- \$ 124,222
City Engineer	\$ 98,145	- \$ 117,191
Development Review Engineer	\$ 87,350	- \$ 104,301
Deputy Building Official	\$ 87,350	- \$ 104,301
Senior Information Systems Administrator	\$ 84,877	- \$ 101,347
City Clerk/Executive Assistant	\$ 82,405	- \$ 98,395
Operations & Maintenance Manager	\$ 82,405	- \$ 98,395
Personnel Manager	\$ 80,074	- \$ 95,613
Principal Planner	\$ 80,074	- \$ 95,613
Senior Accountant	\$ 77,742	- \$ 92,828
Maintenance Supervisor	\$ 77,742	- \$ 92,828
Communications & Marketing Manager	\$ 77,742	- \$ 92,828
Plans Examiner/Building Inspector	\$ 77,742	- \$ 92,828
Recreation Manager	\$ 77,742	- \$ 92,828
Senior Planner	\$ 75,541	- \$ 90,199
Aquatic Manager	\$ 73,340	- \$ 87,571
Senior Permit Center Coordinator	\$ 73,340	- \$ 87,571
Surface Water Management Program Coordinator	\$ 71,222	- \$ 85,044

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2017 - AMENDED

Position	Salary Range		Annual
Construction Inspector	\$ 69,189	-	\$ 82,615
Parks Project Manager	\$ 69,189	-	\$ 82,615
Senior Lead Maintenance Worker	\$ 69,189	-	\$ 82,615
Associate Planner/Code Enforcement Officer	\$ 67,230	-	\$ 80,276
Personnel & Senior Human Services Planner	\$ 67,230	-	\$ 80,276
Programs Supervisor/Public Works	\$ 67,230	-	\$ 80,276
Accountant I	\$ 65,272	-	\$ 77,938
Engineering Technician	\$ 65,272	-	\$ 77,938
Personnel & Human Services Planner	\$ 63,425	-	\$ 75,734
Senior Deputy City Clerk	\$ 63,425	-	\$ 75,734
Lead Maintenance Worker	\$ 61,579	-	\$ 73,529
Senior Accounting Clerk	\$ 58,094	-	\$ 69,366
Aquatics Specialist	\$ 54,804	-	\$ 65,438
Athletics Specialist	\$ 54,804	-	\$ 65,438
Customer Service Specialist	\$ 54,804	-	\$ 65,438
Desktop Support Technician	\$ 54,804	-	\$ 65,438
Recreation Specialist	\$ 54,804	-	\$ 65,438
Maintenance Worker II	\$ 53,254	-	\$ 63,589
Executive Department Assistant/Receptionist	\$ 50,239	-	\$ 59,987
Permit/Planning Technician	\$ 48,774	-	\$ 58,239
Office Technician II/Executive Office	\$ 47,394	-	\$ 56,590
Maintenance Worker I	\$ 47,394	-	\$ 56,590
Finance Assistant II	\$ 42,181	-	\$ 50,365
Management Assistant	\$ 42,181	-	\$ 50,365

City of Covington
Employee Positions/Salary Range Schedule
For the Fiscal Year 2017 - AMENDED

Position	Salary Range		Annual
Maintenance Aide	\$ 40,953	-	\$ 48,898
Recreation Instructor	\$ 40,298	-	\$ 48,119
Water Safety Instructor II	\$ 36,686	-	\$ 43,807
Specialty Instructor	\$ 34,610	-	\$ 41,327
Water Safety Instructor	\$ 34,610	-	\$ 41,327
Office Assistant III	\$ 31,512	-	\$ 37,627
Engineering/GIS Intern	\$ 30,629	-	\$ 36,572
Finance Assistant I	\$ 30,629	-	\$ 36,572
Aquatics Lead	\$ 29,167	-	\$ 34,826
Lifeguard II	\$ 29,167	-	\$ 34,826
Maintenance Worker (Seasonal)	\$ 28,870	-	\$ 34,472
Office Assistant II	\$ 28,038	-	\$ 33,488
Lifeguard	\$ 27,517	-	\$ 32,856
Recreation Lead	\$ 27,517	-	\$ 32,856
Referee	\$ 22,880	-	\$ 27,320
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		