ORDINANCE NO. 296

AN ORDINANCE OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, RELATING TO BUDGETS AND FINANCE, ADOPTING THE 2001-2002 BUDGET.

WHEREAS, the tax estimates and budget for the City of University Place, Washington, for the 2001-2002 fiscal biennium have been prepared and filed as provided by the laws of the State of Washington; and

WHEREAS, the budget was printed for distribution and notice published in the official paper of the City of University Place setting the time and place for hearing on the budget and said notice stating that all taxpayers calling at the Office of the City Clerk would be furnished a copy of the budget; and

WHEREAS, workshops on the 2001-2002 Biennial Budget were held on October 9, October 30, November 6, and November 21 and the 2001-2002 Proposed Biennial Budget was submitted to the City Council and City Clerk on October 2, 2000; and

WHEREAS, public hearings on the 2001-2002 Biennial Budget were held on October 2 and November 6, 2000; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. 2001-2002 Biennial Budget Adoption. The budget for the City of University Place, Washington, for the 2001-2002 biennium is hereby adopted in the amounts and for the purposes as shown on the attached Exhibits A-1 and A-2 (2001 and 2002 Adopted Budgets).

Section 2. Salaries and Benefits. The 2001 and 2002 salary ranges for City of University Place, Washington staff is hereby adopted as shown on the attached Exhibits B-1 (2001/2002 Salary Ranges for unrepresented employees) and B-2 (2001 Salary Ranges for represented employees). The 2001/2002 salary ranges include a 3% cost-of-living-adjustment (COLA) for all unrepresented employees and a 2.97% cost-of-living-adjustment (COLA) for all represented employees. The benefit plan for all unrepresented employees is hereby adopted as shown on the attached Exhibit C (Benefit Summary).

Section 3. Administration. The City Manager shall administer the Biennial Budget approved herein.

Section 4. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance, or the validity of its application to other persons or circumstances.

Section 5. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 6. Publication and Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall be effective January 1, 2001.

PASSED BY THE CITY COUNCIL ON DECEMBER 4, 2000

Lorna Smith

Lorna Smith, Mayor

ATTEST:

Susan Matthew, City Clerk

APPROVED AS TO FORM:

Timothy X. Sullivan, City Attorney

Date of Publication:	**December 7 2000**
Effective Date:	**January 1, 2001**

EXHIBIT A-1
CITY OF UNIVERSITY PLACE
2001 Adopted Budget

FUND		REVENUES & OTHER SOURCES		EXPENDITURES & OTHER USES		ENDING BALANCE
Operating						
General						
001 General	$	11,773,904	$	10,510,061	$	1,263,842
Special Revenue						
101 Street		1,437,355		1,437,355		-
102 Arterial Street		233,352		218,896		14,456
103 Real Estate Excise Tax		440,402		440,402		-
120 Path & Trails		22,963		-		22,963
140 Surface Water Mgmt		1,576,461		1,576,461		-
188 Strategic Reserve		609,471		-		609,471
Sub-total Special Revenue		**4,320,004**		**3,673,114**		**646,890**
Debt Service						
201 Debt Service		1,176,124		1,176,124		-
Sub-total Debt Service Funds		**1,176,124**		**1,176,124**		**-**
Total Operating		**17,270,032**		**15,359,299**		**1,910,732**
Capital Improvement						
301 Parks CIP		3,024,035		2,928,011		96,024
302 Public Works CIP		2,937,779		2,937,779		-
303 Municipal Facilities CIP		65,000		65,000		-
Sub-total CIP		**6,026,814**		**5,930,790**		**96,024**
Internal Service						
501 Fleet & Equipment		558,327		99,350		458,977
502 Information Technology & Services		1,330,575		858,565		472,010
505 Property Management		197,875		197,875		-
506 Risk Management		193,428		142,745		50,683
Sub-total Internal Service		**2,280,205**		**1,298,535**		**981,670**
Non-Annually Budgeted						
150 Donations and Gifts to University Place		23,000		23,000		-
Sub-total Non-Annually Budgeted		**23,000**		**23,000**		**-**
Total Budget	$	**25,600,051**	$	**22,611,624**	$	**2,988,426**

EXHIBIT A-2
CITY OF UNIVERSITY PLACE
2002 Adopted Budget

FUND		REVENUES & OTHER SOURCES	EXPENDITURES & OTHER USES	ENDING BALANCE
ıg				
eral				
)1	General	$ 12,129,281	$ 10,742,552	$ 1,386,729
:ial Revenue				
)1	Street	1,476,623	1,476,623	-
)2	Arterial Street	236,167	221,386	14,781
)3	Real Estate Excise Tax	440,606	440,606	-
20	Path & Trails	27,361	-	27,361
40	Surface Water Mgmt	1,600,558	1,600,558	-
88	Strategic Reserve	639,945	-	639,945
	Sub-total Special Revenue	**4,421,260**	**3,739,173**	**682,087**
ıt Service				
01	Debt Service	1,236,463	1,236,463	-
	Sub-total Debt Service Funds	**1,236,463**	**1,236,463**	-
	Total Operating	**17,787,004**	**15,718,188**	**2,068,816**
Improvement				
01	Parks CIP	699,175	699,175	-
02	Public Works CIP	2,464,775	2,338,554	126,221
03	Municipal Facilities CIP	67,500	67,500	-
	Sub-total CIP	**3,231,450**	**3,105,229**	**126,221**
! Service				
01	Fleet & Equipment	631,376	59,350	572,026
02	Information Technology & Services	1,136,216	710,619	425,597
05	Property Management	197,578	197,578	-
06	Risk Management	190,365	133,745	56,620
	Sub-total Internal Service	**2,155,535**	**1,101,292**	**1,054,243**
ınually Budgeted				
50	Donations and Gifts to University Place	13,000	13,000	-
	Sub-total Non-Annually Budgeted	**13,000**	**13,000**	-
	Total Budget	**$ 23,186,988**	**$ 19,937,709**	**$ 3,249,280**

EXHIBIT B-1
CITY OF UNIVERSITY PLACE
2001-2002 Proposed Salary Ranges

Position	2000 Range High	2001 Salary Range Entry	2001 Salary Range High	2002 Salary Range Entry	2002 Salary Range High
City Manager		Set by Resolution and Agreement		Set by Resolution and Agreement	
City Attorney	7,566	6,156	7,793	6,341	8,027
Deputy City Manager	n/a	6,156	7,793	6,341	8,027
PCD Director/ACM	7,217	5,872	7,508	6,048	7,733
PW Director	7,217	5,872	7,508	6,048	7,733
Finance Director	7,217	5,872	7,508	6,048	7,733
Engineering Manager/City Engineer	6,181	4,648	6,366	4,787	6,557
Management Services Director	5,712	4,648	6,366	4,787	6,557
Assistant Finance Director	5,410	4,402	5,572	4,534	5,739
Information Services Manager	5,410	4,402	5,572	4,534	5,739
Building Official	5,410	4,402	5,572	4,534	5,739
Planning Manager	5,410	4,402	5,572	4,534	5,739
Public Works Superintendent	5,410	4,402	5,572	4,534	5,739
Senior Project Engineer	5,410	4,402	5,572	4,534	5,739
Permits Manager	5,044	4,105	5,195	4,228	5,351
Parks Project Manager	5,044	4,105	5,195	4,228	5,351
Recreation Manager	5,044	4,105	5,195	4,228	5,351
City Clerk	5,044	4,105	5,195	4,228	5,351
Project Engineer	4,571	3,540	4,708	3,646	4,849
Information Systems Analyst/Engineer	4,350	3,540	4,708	3,646	4,849
Recreation Supervisor	4,080	3,320	4,202	3,419	4,328
Paralegal	3,887	3,163	4,202	3,258	4,328
Financial Analyst	3,992	3,258	4,202	3,258	4,328
Executive Assistant	3,887	3,163	4,202	3,258	4,328
Associate Planner	3,994	3,163	4,202	3,258	4,328
Building Inspector/Plans Examiner	3,994	3,163	4,202	3,258	4,328
Senior Engineering Tech./Inspector	3,994	3,163	4,202	3,258	4,328
Administrative Assistant	3,451	2,808	3,760	2,892	3,873
Assistant Planner	3,451	2,808	3,760	2,892	3,873
Deputy City Clerk	3,650	2,808	3,760	2,892	3,873
Engineering Technician	3,520	2,808	3,760	2,892	3,873
Coordinator (Rec., Network, Crime Prev.)	n/a	2,808	3,760	2,892	3,873
Engineering Services Specialist	3,348	2,724	3,451	2,806	3,555
Information Systems Support Specialist	3,348	2,724	3,451	2,806	3,555
Specialist (Rec., Finance, Personnel, etc.)	3,348	2,724	3,451	2,806	3,555
Facility Maintenance Technician	2,754	2,313	2,933	2,383	3,021
Office Assistant II	2,809	2,241	2,893	2,308	2,980
Office Assistant I	2,469	2,009	2,543	2,069	2,619
Intern/Help Desk	12.00/hr	8.00/hr	12.50/hr	8.00/hr	12.50/hr
Office Aide	10.00/hr	Min Wage	10.50/hr	Min Wage	10.50/hr
General Worker	10.00/hr	Min Wage	10.50/hr	Min Wage	10.50/hr
Recreation Assistant	10.00/hr	Min Wage	10.50/hr	Min Wage	10.50/hr
Mayor	900/mo	500/mo	After Election: 900/mo	900/mo	900/mo
City Council Member	700/mo	400/mo	After Election: 700/mo	700/mo	700/mo

APPENDIX A

2001 Represented Job Classifications

Monthly Salaries at 2% Intervals*

Steps	MWI	MWII	MWIII	Lead
1	2305	2755	2810	3190
2	2351	2810	2866	3254
3	2398	2866	2924	3319
4	2446	2923	2982	3385
5	2495	2982	3042	3453
6	2544	3041	3103	3522
7	2595	3102	3165	3593
8	2647	3164	3228	3664
9	2700	3227	3293	3738
10	2754	3292	3358	3812
11	2809	3358	3426	3889
12	2865	3425	3494	3966
13	2923	3493	3564	4046

*Adjusted downward as a result of the $0.15 per hour City contribution to the Operating Engineers Pension Fund. Also assumes 2.97% COLA effective 01/01/01.

Exhibit C

Unrepresented Employees
Proposed Benefit Summary

Retirement

	City Contribution	Employee Contribution
Required		
FICA-Medicare	1.45%	1.45%
FICA Social Security	0.00%	0.00%
PERS* I or II	4.67%	I: 6%; II: 2.43%
401(a)	5.25%	3.0%
Optional		
401(a) Supplemental**	0.95%	3.0%
Deferred Comp (457)	0.00%	0-25% of Gross

*PERS contribution rates are subject to change and are set by the State of Washington.
**Plan inception (or start date for new employees) is the only opportunity employees have to decide whether to participate in the optional 401(a). Vesting for both 401(a) plans is 33% per year (100% after 3 years).

Health Insurance

Medical: Regence Washington Health (AWC Plan A) or Group Health (AWC Co-Pay Plan 2).
Dental: Washington Dental Service (AWC Plan F and Orthodontia Rider Plan IV for dependent children).
Vision: Vision Service Plan (AWC $25 Deductible Plan).
City health insurance (medical, dental, & vision) contribution minimum $432/mo. up to $696/mo. maximum:

- If an employee's total health (medical, dental, orthodontia, and vision) insurance premiums exceed the monthly health allowance minimum and are less than the health allowance maximum, an amount equal to the employee's orthodontia premium will be deducted from his/her paycheck.

- If an employee's monthly health (medical, dental, orthodontia, and vision) premiums exceed the health allowance maximum, the amount over the maximum (the employee's orthodontia premium as a minimum) will be deducted from his/her paycheck.

- If an employee's monthly health (medical, dental, orthodontia, and vision) premiums are less than the health allowance minimum, the remaining allowance may be taken as cash, deferred compensation (457 retirement plan), vacation (up to three per year), or Section 125 flexible spending account contributions. This health allowance savings will be reduced by the amount of the employee's orthodontia premium (this reduction will be zero if the employee does not insure spouse or dependents on dental or orthodontia).

Employee Assistance Program

The City's Employee Assistance Program (EAP) provides marriage and family, legal, financial, substance abuse, and other forms of counseling and guidance.

Section 125 Plan

The Section 125 Plan allows the employee and/or the City to contribute tax-free dollars to flexible spending accounts through which employees can pay for health insurance premiums, health expenses, and dependent care expenses.

Life, Survivor, and Long Term Disability (LTD) Insurance

	Benefit	City Cost	Employee Cost
Life/AD&D	$25,000/$50,000	$7.50/mo.	$0
Survivor	30-60% of salary	0.49% of salary	$0
LTD	60% of salary		$0

Employees may also use their own payroll deductions to purchase additional voluntary life and short-term disability insurance.