

ORDINANCE NO. 712

**AN ORDINANCE OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, RELATING
TO BUDGETS AND FINANCE, ADOPTING THE 2019-2020 BIENNIAL BUDGET**

WHEREAS, the tax estimates and budget for the City of University Place, Washington, for the 2019-2020 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 hearings 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, the 2019-2020 Proposed Biennial Budget was submitted to the City Council and City Clerk on September 26, 2018; and study sessions on the 2019-2020 Biennial Budget were held on October 1, October 15, November 5 and November 19, 2018; and

WHEREAS, public hearings on the 2019-2020 Biennial Budget were held on October 15, 2018 and December 3, 2018;

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

Section 1. 2019-2020 Biennial Budget Adoption. The budget for the City of University Place, Washington, for the 2019-2020 biennium is hereby adopted in the amounts and for the purposes as shown on the attached Exhibits A-1 and A-2 (2017 and 2018 Adopted Budgets).

Section 2. Administration. The City Manager shall administer the Biennial Budget approved herein.

Section 3. 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 4. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 5. 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, 2019.

PASSED BY THE CITY COUNCIL DECEMBER 17, 2018.



Kent Keel, Mayor

ATTEST:



Emelita J. Genetia, City Clerk

APPROVED AS TO FORM:



Matthew S. Kaser, City Attorney

Date of Publication: 12/19/18

Effective Date: 01/01/19

UNOFFICIAL DOCUMENT

**EXHIBIT A-1
CITY OF UNIVERSITY PLACE
2019 PROPOSED BUDGET**

		REVENUES		EXPENDITURES		ENDING BALANCE
		& OTHER SOURCES		& OTHER USES		
FUND		Proposed		Proposed		Balance
Operating						
General						
001	General	\$	14,002,198	\$	9,298,276	\$ 4,703,922
Special Revenue						
101	Street		2,833,975		1,910,701	923,274
102	Arterial Street		295,813		216,666	79,147
103	Real Estate Excise Tax		2,173,879		1,488,594	685,285
104	Parks		778,959		728,959	50,000
105	Traffic Impact Fees		1,047,540		-	1,047,540
106	Transportation Benefit District		50,000		50,000	-
107	Development Services		1,661,171		1,661,171	-
108	LRF		500,000		500,000	-
109	Police/Public Safety		9,609,868		5,444,502	4,165,366
188	Strategic Reserve		1,000,000		-	1,000,000
Sub-total Special Revenue			19,951,205		12,000,593	7,950,612
Enterprise						
140	Surface Water Mgmt		3,780,260		3,194,763	585,497
Sub-total Enterprise Funds			3,780,260		3,194,763	585,497
Debt Service						
201	Debt Service		3,338,607		3,334,564	4,043
Sub-total Debt Service Funds			3,338,607		3,334,564	4,043
Total Operating			41,072,270		27,828,196	13,244,074
Capital Improvement						
301	Parks CIP		2,613,012		850,000	1,763,012
302	Public Works CIP		1,256,565		1,256,565	-
303	Municipal Facilities CIP		-		-	-
Sub-total CIP			3,869,577		2,106,565	1,763,012
Internal Service						
501	Fleet & Equipment		958,807		207,950	750,857
502	Information Technology & Services		1,559,442		1,429,850	129,592
505	Property Management		742,080		733,271	8,809
506	Risk Management		145,800		145,800	-
Sub-total Internal Service			3,406,129		2,516,871	889,258
Non-Annually Budgeted						
150	Donations and Gifts to University Place		-		-	-
Sub-total Non-Annually Budgeted			-		-	-
Total Budget		\$	48,347,976	\$	32,451,632	\$ 15,896,344

**EXHIBIT A-2
CITY OF UNIVERSITY PLACE
2020 PROPOSED BUDGET**

		REVENUES		EXPENDITURES		ENDING BALANCE
		& OTHER SOURCES		& OTHER USES		
FUND		Proposed		Proposed		Balance
Operating						
General						
001	General	\$	13,579,888	\$	9,299,352	\$ 4,280,536
Special Revenue						
101	Street		3,077,475		2,085,357	992,118
102	Arterial Street		296,873		219,915	76,958
103	Real Estate Excise Tax		1,998,285		1,475,856	522,429
104	Parks and Recreation		793,970		743,970	50,000
105	Traffic Impact Fees		1,287,834		800,000	487,834
106	Transportation Benefit District		-		-	-
107	Development Services		1,716,537		1,716,537	-
108	LRF		500,000		500,000	-
109	Police/Public Safety		10,281,613		5,585,142	4,696,471
188	Strategic Reserve		1,000,000		-	1,000,000
Sub-total Special Revenue			20,952,587		13,126,777	7,825,810
Enterprise						
140	Surface Water Mgmt		3,438,087		2,723,769	714,318
Sub-total Enterprise Funds			3,438,087		2,723,769	714,318
Debt Service						
201	Debt Service		3,330,207		3,326,164	4,043
Sub-total Debt Service Funds			3,330,207		3,326,164	4,043
Total Operating			41,300,769		28,476,062	\$ 12,824,707
Capital Improvement						
301	Parks CIP		3,484,942		2,084,000	1,400,942
302	Public Works CIP		2,434,617		2,434,617	-
303	Municipal Facilities CIP		-		-	-
Sub-total CIP			5,919,559		4,518,617	1,400,942
Internal Service						
501	Fleet & Equipment		987,232		236,375	750,857
502	Information Technology & Services		1,206,956		1,077,364	129,592
505	Property Management		659,372		650,563	8,809
506	Risk Management		151,337		151,337	-
Sub-total Internal Service			3,004,897		2,115,639	889,258
Non-Annually Budgeted						
150	Donations and Gifts to University Place		-		-	-
Sub-total Non-Annually Budgeted			-		-	-
Total Budget		\$	50,225,225	\$	35,110,318	\$ 15,114,907

Proposed Salary Ranges

Position Title	2019 PROPOSED Salary Range		2020 PROPOSED Salary Range	
	Entry	High	Entry	High
City Manager	\$15,131		\$15,585	
Executive Director/Assistant City Manager	\$9,955	\$13,100	\$10,254	\$13,493
City Attorney	\$9,955	\$13,100	\$10,254	\$13,493
Planning & Development Services Director	\$9,363	\$12,320	\$9,644	\$12,690
Director of Engineering and Capital Projects	\$9,363	\$12,320	\$9,644	\$12,690
Public Works, Parks & Facilities Director	\$9,363	\$12,320	\$9,644	\$12,690
Finance Director	\$9,363	\$12,320	\$9,644	\$12,690
Deputy Finance Director/Risk Manager	\$8,487	\$11,168	\$8,742	\$11,503
Assistant Development Services Director	\$7,764	\$10,216	\$7,997	\$10,523
Deputy Director of Engineering and Capital Projects	\$7,764	\$10,216	\$7,997	\$10,523
Communications/I.T. Manager	\$7,426	\$9,773	\$7,649	\$10,066
Human Resources Manager/Management Analyst	\$7,426	\$9,773	\$7,649	\$10,066
Building Official/Sr. Building Inspector	\$7,185	\$9,456	\$7,401	\$9,740
Public Safety Administrator	\$6,684	\$8,796	\$6,884	\$9,060
Principal Planner	\$6,684	\$8,796	\$6,884	\$9,060
Finance and Operations Manager	\$6,684	\$8,796	\$6,884	\$9,060
Sr. Project Engineer	\$6,684	\$8,796	\$6,884	\$9,060
City Clerk	\$6,398	\$8,418	\$6,590	\$8,671
Network Administrator	\$6,398	\$8,418	\$6,590	\$8,671
Operations and Facilities Manager	\$6,398	\$8,418	\$6,590	\$8,671
Fire Code Official	\$6,398	\$8,418	\$6,590	\$8,671
Sr. Plans Examiner/Building Inspector	\$6,153	\$8,097	\$6,338	\$8,340
Construction Manager	\$6,153	\$8,097	\$6,338	\$8,340
Civil Designer	\$6,153	\$8,097	\$6,338	\$8,340
Project Engineer	\$6,153	\$8,097	\$6,338	\$8,340
NPDES Coordinator	\$5,710	\$7,514	\$5,882	\$7,740
Plans Examiner	\$5,710	\$7,514	\$5,882	\$7,740
Analyst (Finance, HR, etc.)	\$5,710	\$7,514	\$5,882	\$7,740
Parks Maintenance Supervisor	\$5,710	\$7,514	\$5,882	\$7,740
Executive Assistant	\$5,305	\$6,981	\$5,464	\$7,190
Building Inspector	\$5,305	\$6,981	\$5,464	\$7,190
Code Enforcement Officer	\$5,305	\$6,980	\$5,464	\$7,189
Paralegal	\$5,105	\$6,716	\$5,258	\$6,918
Payroll & Benefits Supervisor	\$5,105	\$6,716	\$5,258	\$6,918
Deputy City Clerk	\$5,105	\$6,716	\$5,258	\$6,918
Administrative Assistant	\$5,105	\$6,716	\$5,258	\$6,918
Project/Program Assistant	\$5,105	\$6,716	\$5,258	\$6,918
Parks Maintenance Lead	\$5,105	\$6,716	\$5,258	\$6,918
Communication Specialist	\$4,880	\$6,422	\$5,027	\$6,615
I.T. Specialist	\$4,880	\$6,422	\$5,027	\$6,615
Sr. Specialist (Finance, Office)	\$4,704	\$6,188	\$4,845	\$6,374
Assistant Planner	\$4,704	\$6,188	\$4,845	\$6,374
Specialist (Finance, Permit)	\$4,459	\$5,869	\$4,593	\$6,045
Technician II (Parks, Facility, Comm., I.T., etc.)	\$4,138	\$5,444	\$4,262	\$5,607
Technician I (Parks, Facility, Comm., I.T., etc.)	\$3,713	\$4,885	\$3,825	\$5,032
Office Assistant	\$3,395	\$4,467	\$3,497	\$4,601
Temp. Assistant (Clerical, Rec., etc.)	Min. Wage	\$15.00/hr	Min. Wage	\$15.00/hr
Crew Chief	Set by contract		Set by contract	
Maintenance Worker (Lead, I,II,III)	Set by contract		Set by contract	
Mayor	Set by separate ordinance		Set by separate ordinance	
Mayor Pro Tem	Set by separate ordinance		Set by separate ordinance	
City Council member	Set by separate ordinance		Set by separate ordinance	