

**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.

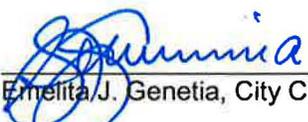
Section 4. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

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.

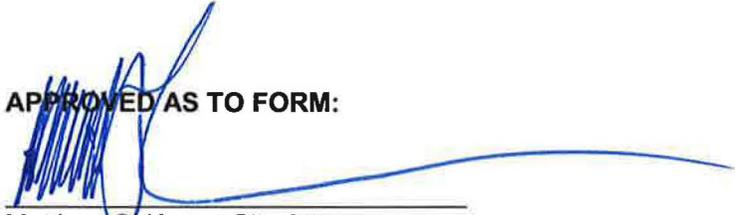
**PASSED BY THE CITY COUNCIL DECEMBER 17, 2018.**

  
\_\_\_\_\_  
Kent Keel, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Emelita J. Genetia, City Clerk

**APPROVED AS TO FORM:**

A handwritten signature in blue ink, consisting of a dense scribble of vertical lines on the left and a long, sweeping horizontal line extending to the right.

Matthew S. Kaser, City Attorney

Date of Publication: 12/19/18

Effective Date: 01/01/19

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

FUND	REVENUES	EXPENDITURES	ENDING BALANCE
	& OTHER SOURCES	& OTHER USES	
	Proposed	Proposed	Balance
<b>Operating</b>			
<b>General</b>			
001 General	\$ 14,002,198	\$ 9,298,276	\$ 4,703,922
<b>Special Revenue</b>			
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
<b>Sub-total Special Revenue</b>	<b>19,951,205</b>	<b>12,000,593</b>	<b>7,950,612</b>
<b>Enterprise</b>			
140 Surface Water Mgmt	3,780,260	3,194,763	585,497
<b>Sub-total Enterprise Funds</b>	<b>3,780,260</b>	<b>3,194,763</b>	<b>585,497</b>
<b>Debt Service</b>			
201 Debt Service	3,338,607	3,334,564	4,043
<b>Sub-total Debt Service Funds</b>	<b>3,338,607</b>	<b>3,334,564</b>	<b>4,043</b>
<b>Total Operating</b>	<b>41,072,270</b>	<b>27,828,196</b>	<b>13,244,074</b>
<b>Capital Improvement</b>			
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	-	-	-
<b>Sub-total CIP</b>	<b>3,869,577</b>	<b>2,106,565</b>	<b>1,763,012</b>
<b>Internal Service</b>			
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	-
<b>Sub-total Internal Service</b>	<b>3,406,129</b>	<b>2,516,871</b>	<b>889,258</b>
<b>Non-Annually Budgeted</b>			
150 Donations and Gifts to University Place	-	-	-
<b>Sub-total Non-Annually Budgeted</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Budget</b>	<b>\$ 48,347,976</b>	<b>\$ 32,451,632</b>	<b>\$ 15,896,344</b>

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

	REVENUES		EXPENDITURES		ENDING BALANCE
	& OTHER SOURCES		& OTHER USES		
FUND	Proposed	Proposed	Proposed	Proposed	Balance
<b>Operating</b>					
<b>General</b>					
001 General	\$ 13,579,888	\$ 9,299,352	\$ 4,280,536		
<b>Special Revenue</b>					
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		
<b>Sub-total Special Revenue</b>	<b>20,952,587</b>	<b>13,126,777</b>	<b>7,825,810</b>		
<b>Enterprise</b>					
140 Surface Water Mgmt	3,438,087	2,723,769	714,318		
<b>Sub-total Enterprise Funds</b>	<b>3,438,087</b>	<b>2,723,769</b>	<b>714,318</b>		
<b>Debt Service</b>					
201 Debt Service	3,330,207	3,326,164	4,043		
<b>Sub-total Debt Service Funds</b>	<b>3,330,207</b>	<b>3,326,164</b>	<b>4,043</b>		
<b>Total Operating</b>	<b>41,300,769</b>	<b>28,476,062</b>	<b>\$ 12,824,707</b>		
<b>Capital Improvement</b>					
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	-	-	-		
<b>Sub-total CIP</b>	<b>5,919,559</b>	<b>4,518,617</b>	<b>1,400,942</b>		
<b>Internal Service</b>					
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	-		
<b>Sub-total Internal Service</b>	<b>3,004,897</b>	<b>2,115,639</b>	<b>889,258</b>		
<b>Non-Annually Budgeted</b>					
150 Donations and Gifts to University Place	-	-	-		
<b>Sub-total Non-Annually Budgeted</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Total Budget</b>	<b>\$ 50,225,225</b>	<b>\$ 35,110,318</b>	<b>\$ 15,114,907</b>		

**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	