

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Ordinance No. 632, Amending the 2012 Budget for Uncompleted 2011 Capital and Operating Projects, and Increasing Appropriations in the 2012 Budget
DEPARTMENT:	Administrative Services
PRESENTED BY:	Robert Hartwig, Administrative Services Director
ACTION:	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Shoreline’s budget is adopted on a calendar year basis. Any appropriations that are not expended lapse at the end of each year. On the other hand, City operations are ongoing and frequently projects span two or more calendar years. From a budget perspective these two situations conflict with each other.

Cities work very hard to conform to best budget practices. Shoreline is no exception. In order to resolve this year end situation cities “carry over” or “re-appropriate” some of the unspent funds from one year into the next when necessary.

This agenda item is intended to conform to best budgetary practices. It re-appropriates approximately \$9.2 million for various projects that need to continue in 2012. It revises the budget for road maintenance by \$130,000. It also amends various 2012 budgets by \$67,000 for revenue sources that were not anticipated when the 2012 budget was prepared. These changes are further explained below.

BACKGROUND

Re-appropriations

This amendment re-appropriates approximately \$9.2 million from 2011 to 2012 for several projects. Among other reasons this often happens for very large projects, projects started later in a calendar year, and projects that experience unforeseen delays. Only the amount necessary to complete the project is actually re-appropriated into the succeeding year. Although most projects are capital in nature, some of these projects relate to operations. The following table summarizes the re-appropriation requests by fund:

Fund	Dept/Program	Project/Item	Carryover Amount	
General Fund	Economic Development	Aurora Square	\$8,976	
	ASD - Director's Office	Recruiting Contract and Archiving Services	\$16,632	
	ASD - Financial Operations	Assistance and Implementation of 7i, 7.94 and Timecard Online	\$61,108	
	ASD - IT Strategic Planning	Hansen upgrade	\$16,411	
	ASD - IT Telephone Services	Fiber Optic Installation	\$13,368	
	Criminal Justice/Jail Services	Byrne Memorial Grant Recovery	\$9,011	
	Emergency Management	EMPG Grant	\$40,588	
	Parks Teen Program	Raikes Foundation grant	\$5,976	
	PCD - City Planning	Sustainability Performance Measurement Tracking System	\$9,889	
	Police Special Support	Byrne Memorial Grant - Seattle and DOJ - Byrne Memorial Grant	\$32,163	
	Police Traffic Enforcement	DOJ-Byrne Memorial Grant	\$13,081	
	PW Administration	Feasibility Study for SPU Acquisition	\$88,603	
	Total General Fund		\$315,806	
	Public Arts Fund	Public Arts	Aurora Avenue Art	\$2,511
	Total Public Arts Fund		\$2,511	
General Capital Fund	Capital Projects	Boeing Creek Park Improvements	\$132	
		Boeing Creek/Sunset School	\$9,990	
		Civic Center / City Hall	\$790,348	
		Echo Lake Park Improvements	\$32,459	
		Kruckeberg Garden	\$172,221	
		Maintenance Facility Feasibility Study	\$12,969	
		Off-Leash Dog Parks	\$109	
		Park at Town Center	\$18,058	
		Parks Repair and Replacement	\$46,551	
		Police Station Site Analysis	\$100,000	
		Regional Trail Signage	\$25,000	
		Richmond Beach Saltwater Park Improv	\$2,330	
		Trail Corridors	\$142,358	
		Total General Capital Fund		\$1,352,525
Roads Capital Fund	Capital Projects	Aurora Ave. N 165th - 205th	\$6,931,481	
		Briarcrest Safe Routes to School	\$50,000	
		Curb Ramp, Gutter & Sidewalk Program	\$10,122	
		Sidewalk - Priority Routes	\$10,500	
		Transportation Master Plan	\$55,723	
Total Roads Capital Fund		\$7,057,826		
Surface Water Utility Fund	Surface Water Operations	On-Call Services contract for Engineering and Environmental Services	\$2,011	
		FEMA Study	\$4,377	
	Capital Projects	Drainage easement records addition to City's GIS	\$5,000	
		Boeing Creek and Storm Creek Basin Plans	\$53,012	
		Infrastructure Inventory and Assessment	\$105,443	
		Meridian Park Wetland Drainage Improvement	\$89,260	
		N Fork Thornton Creek LID Stormwater Retrofit	\$48,034	
		Pump Station No. 25	\$70,067	
		SWM Green Works Project	\$59,731	
		SWM Rate Study and Implementation	\$80,531	

Total Surface Water Capital Fund
GRAND
TOTAL

\$517,466

\$9,246,134

Budget Revision

Staff is requesting the following revision to the Capital Improvement Plan (CIP):

Roads Capital Fund

- Increase the appropriation in the Roads Capital Fund by \$129,482 to achieve the planned roads surface maintenance goal of completing 2.5 to 3.0 lane miles of overlay and 8.1 miles of Bituminuos Surface Treatments (BST) during 2012. This represents monies that were included in the pavement maintenance budget for 2011, but were unused at year end. Since the dollars were not obligated under contract this is being treated as a budget amendment instead of a carryover.

Budget Amendment

In addition to the re-appropriations and the budget revision above, Ordinance No. 632 also amends the 2012 budget for several operating projects. The projects listed below have new, offsetting revenue sources that were not identified when the 2012 budget was adopted by the Mayor and Council.

General Fund

- Increase the appropriation of the Police Traffic Enforcement program by \$3,275 to buy police equipment funded by a Washington Association of Sheriffs and Police Chiefs grant awarded in January 2012.
- Increase the appropriation of the Criminal Justice/Jail Services program by \$1,585 to be used to retrofit the new police transport vehicle funded by the interest gained during 2011 on the Byrne Memorial Recovery grant.
- Increase the appropriation of the City Planning Program by \$3,000 for the sustainability performance measurement tracking system funded by unused CleanScapes revenue.

Public Arts Fund

- Increase the appropriation of Town Center Art by \$2,500 to install a temporary outdoor sculpture stroll funded by an Artech grant awarded in January 2012.
- Increase the appropriation of Aurora Avenue Art by \$11,300 and Town Center Art by \$20,000 to implement the art plan as adopted in the 2011-2017 Parks, Recreation, and Open Space (PROS) Plan update. Funding is from available fund balance in the Public Arts Fund.

Federal Treasury Forfeiture Fund

- Increase the appropriation of the Federal Criminal Forfeiture program by \$25,000 for police needs. Year to date the police department has received in excess of \$400,000 in Federal Treasury Seizure, so this amendment will appropriate \$25,000 of those funds.

All of these requested changes are outlined in Attachment A – Amendment Detail

Salary Tables

In addition to the budget changes noted above, staff is also requesting the following administrative corrections to the salary tables. None of these changes have any budgetary impact.

- Change title from Finance Director to Administrative Services Director
- Change title from Planning and Development Services Director to Planning and Community Development Director
- Add back the Neighborhood Coordinator position to the exempt salary table range 49. This position was deleted by mistake from the 2012 salary table.
- Remove the Capital Project Technician from the non-exempt salary table range 37. The 2012 budget reduced the Capital Project Technician position from a regular full time to a 20 hour regular part-time position. The incumbent resigned from the position late in 2011. Given that the City's six-year capital improvement plan anticipated that this position would likely be eliminated as the Aurora project came to completion the City Manager elected not to refill the position and eliminate it at this time.

All of the changes to the salary tables are identified in Attachment B – Salary Tables

ALTERNATIVES ANALYZED:

Alternative 1: Take no action.

If the Council chose not to approve this budget amendment either the projects that were initiated in 2011 would not be completed or to complete the projects, monies that were budgeted for 2012 programs would need to be redirected for the completion of projects already in progress. In the case of capital projects, there would not be sufficient budget authority to complete ongoing projects. For those projects that are not part of the re-appropriation process, there would not be budget authority to proceed with the projects.

Alternative 2: Approve Ordinance No. 632 (Recommended)

Approval of ordinance No. 632 will provide the budget authority for the completion of projects that were initiated in 2011 without negatively impacting the programs and projects that are to be provided in 2012. Also the budget amendment will result in accurately reflecting the anticipated expenditures in the City's operating and capital funds.

FINANCIAL IMPACT:

The following tables summarize the budget amendment request for each of the affected City funds and the impact that this has on the City's reserve levels. After the effect of the changes outlined above, the City's available 2012 fund balance is expected to exceed the projected fund balance in the 2012 budget book by almost \$3 million.

Fund	2012 Current Budget (A)	CIP Revision (B)	2012 Budget Amendment (C)	Carryover Amount (D)	Amended 2012 Budget (E) (A+C+D)	Total Change in Budget (F) (E-A)
General Fund	\$ 34,314,983	\$ -	\$ 7,860	\$ 315,806	\$ 34,638,649	\$ 323,666
Public Arts Fund	36,200	-	33,800	2,511	72,511	36,311
Federal Treasury Forfeiture Fund	182,000	-	25,000	-	207,000	25,000
General Capital Fund	1,865,006	-	-	1,352,525	3,217,531	1,352,525
Roads Capital Fund	7,514,044	129,482	-	7,057,826	14,701,352	7,187,308
Surface Water Utility Fund	4,997,726	-	-	517,466	5,515,192	517,466
All Other Funds not requesting carryovers	6,334,418	-	-	-	6,334,418	-
Total	\$ 55,244,377	\$ 129,482	\$ 66,660	\$ 9,246,134	\$ 64,686,653	\$ 9,442,276

Fund	Projected 2012 Beginning Fund Balance (A)	Actual 2012 Beginning Fund Balance (B)	Total Budget Amendment Request (C)	Revenue Adjustments (D)	Resulting 2012 Available Beginning Fund Balance (E) (B - C+D)	Amount Over/(Under) Projected Beginning Fund Balance (F) (A-E)
General Fund	\$ 5,811,442	\$ 6,869,894	\$ 323,666	\$ 109,592	\$ 6,655,820	\$ 844,378
Public Arts Fund	286,698	286,263	36,311	2,500	252,452	(34,246)
Federal Treasury Forfeiture Fund	254,302	253,774	25,000	25,000	253,774	(528)
General Capital Fund	1,882,171	3,276,798	1,352,525	-	1,924,273	42,102
Roads Capital Fund	1,694,613	3,905,146	7,187,308	6,299,958	3,017,796	1,323,183
Surface Water Utility Fund	2,582,816	3,726,606	517,466	163,466	3,372,606	789,790
Total	\$12,512,042	\$18,318,481	\$9,442,276	\$6,600,516	\$15,476,721	\$2,964,679

RECOMMENDATION

Staff recommends that Council approve Ordinance No. 632, amending the 2012 budget.

Approved By: City Manager *JU* City Attorney *IS*

Dept/Program	Project/Item	2012 Current Budget	CIP Revision	2012 Budget Amendment	Carryover Amount	Amended 2012 Budget	2012 Carryover Revenue	2012 Amended Revenue	Total Revenue	Revenue Source	Justification
General Fund											
Economic Dev.	Aurora Square				\$8,976						Donahou Design Group Contract continues in 2012
ASD - Director's Office	ASD Director Recruitment				\$5,032						Novak Consulting Final Invoice due in 2012
	Archiving Services				\$11,600						Modus Technology contract expires in 2012
	Sub-Total				\$16,632				-		
ASD - Financial Operations	Assistance and Implementation of 7i, 7.94 and Timecard Online				\$61,108						
ASD - IT Strategic Planning	Hansen upgrade				\$16,411				-		Contract expires in 2012
ASD - IT Telephone Services	Fiber Optic Installation				\$13,368				-		Work will be finalized in 2012
Emergency Management	EMPG Grant				\$6,200		\$40,588		40,588	EMPG	Grant continues until 06/30/2012
	EMPG Grant				\$12,977						
	EMPG Grant				\$2,636						
	EMPG Grant				\$275						
	EMPG Grant				\$250						
	EMPG Grant				\$18,250						
	Sub-Total				\$0	\$40,588	\$40,588		\$40,588		
Criminal Justice/Jail Services	Byrne Memorial Grant Recovery				\$9,011		\$9,011		9,011	Byrne Memorial - Recovery	Grants continues in 2012
	Byrne Memorial Grant Recovery			\$1,585				\$1,585	1,585	Byrne Memorial - Recovery	Grant interests
	Sub-Total			\$1,585	\$9,011		\$9,011	\$1,585	\$10,596		
Police Traffic Enforcement	DOJ-Byrne Memorial Grant				\$13,081		\$13,081		13,081		Grant continues in 2012
	WA Association of Sheriffs & Police Chiefs			\$3,275				\$3,275	3,275		Grant awarded 01/27/2012
	Sub-Total				\$3,275	\$13,081	\$13,081	\$3,275	\$16,356		
Police Special Support	Byrne Memorial Grant - Seattle				\$13,923		\$13,923		13,923	Byrne Memorial	Grant continues in 2012
	DOJ-Byrne Memorial Grant				\$18,240		\$18,240		18,240	DOJ-Byrne Memorial	Grant continues in 2012
	Sub-Total				\$32,163		\$32,163		\$32,163		
Parks - Teen Program	Raikes Foundation Teen Training				\$1,976						Raikes Foundation Donation to support the training needs of the Teen program
	Raikes Foundation Teen Training				\$4,000				-		
	Sub-Total				\$5,976		\$0	\$0	\$0		
PW Administration	Feasibility Study for SPU Acquisition				\$88,603						Feasibility of acquiring SPU's potable water utility continues in 2012
PCD - City Planning	Sustainability Performance Measurement Tracking System				\$9,889		\$9,889		9,889	Energy Efficiency and Conversation	Grant funding extended through June 30, 2011
				\$3,000							Increased contract with unused CleanScapes revenue
	Sub-Total			\$0	\$3,000	\$9,889	\$9,889	\$0	\$9,889		
Total General Fund		\$34,314,983	\$0	\$7,860	\$315,806	\$34,638,649	\$104,732	\$4,860	\$109,592		Use of Fund Balance \$214,074
Public Arts Fund											
	Aurora Avenue Art				\$2,511						Works continues in 2012
	Aurora Avenue Art			\$8,500							Using available funds to implement the art plan as adopted by the Parks Board
	Aurora Avenue Art			\$2,579							
	Aurora Avenue Art			\$160							
	Aurora Avenue Art			\$38							
	Aurora Avenue Art			\$23							
	Town Center Art			\$20,000							
	Town Center Art			\$2,500			\$2,500		2,500	Artech Grant	Temporary outdoor sculpture stroll
	Sub-Total			\$0	\$33,800	\$2,511	\$0	\$2,500	\$2,500		
Total Public Arts		\$36,200	\$0	\$33,800	\$2,511	\$72,511	\$0	\$2,500	\$2,500		Use of Fund Balance \$33,811

000029

Dept/Program	Project/Item	2012 Current Budget	CIP Revision	2012 Budget Amendment	Carryover Amount	Amended 2012 Budget	2012 Carryover Revenue	2012 Amended Revenue	Total Revenue	Revenue Source	Justification
Federal Treasury Forfeiture Fund	Federal Criminal Forfeiture			\$20,000				\$25,000	25,000	Federal Treasury Seizure Funds	Collected over \$400,000 so far this year and would like to use some
	Sub-Total		\$0	\$25,000	\$0		\$0	\$25,000	\$25,000		
Total Federal Treasury Forfeiture Fund		\$182,000	\$0	\$25,000	\$0	\$207,000	\$0	\$25,000	\$25,000		Use of Fund Balance \$0
General Capital Fund	Echo Lake Park Improvements				\$662						Work continues in 2012
	Echo Lake Park Improvements				\$29,569						
	Echo Lake Park Improvements				\$2,228						
	Sub-Total		\$0	\$0	\$32,459		\$0	\$0	\$0		
	Civic Center / City Hall				\$790,348						High Density files and 3rd floor tenant improvements
	Richmond Beach Saltwater Park Improv				\$2,330						Work continues in 2012
	Park at Town Center				\$18,058						Work continues in 2012
	Kruckeberg Garden				\$172,221						Work continues in 2012
	Boeing Creek/Sunset School				\$9,990						Work continues in 2012
	Regional Trail Signage				\$25,000						Work continues in 2012
	Police Station Site Analysis				\$100,000				-		Work to be done in 2012
	Boeing Creek Park Improvements				\$132						Recording Fee for Boundary Line Adjustment
	Off-Leash Dog Parks				\$109						Work continues in 2012
	Trail Corridors				\$4,685						Work continues in 2012
	Trail Corridors				\$137,673						
	Sub-Total		\$0	\$0	\$142,358		\$0	\$0	\$0		
	Maintenance Facility Feasibility Study				\$12,969						Due diligence for Brugger's Bog Acquisition continues in 2012
	Parks Repair and Replacement				\$46,551						Work continues in 2012
Total General Capital Fund		\$1,865,006	\$0	\$0	\$1,352,525	\$3,217,531	\$0	\$0	\$0		Use of Fund Balance \$1,352,525
Roads Capital Fund	Briarcrest Safe Routes to School				50,000		\$50,000		50,000	Safe Routes to School	Work continues in 2012
	Curb Ramp, Gutter & Sidewalk Program				\$10,122						Work continues in 2012
	Sidewalk - Priority Routes				\$2,500						Work will be finalized in 2012
	Sidewalk - Priority Routes				\$8,000						
	Sub-Total		\$0	\$0	\$10,500		\$0	\$0	\$0		
	Transportation Master Plan				\$55,723						Work continues in 2012
	Annual Road Surface Maintenance		\$129,482							Use of Fund Balance	To maximize the BST program
	Aurora Ave. N 165th - 185th				\$937,233		2,212,828		2,212,828	Federal STP	Work continues in 2012
	Aurora Ave. N 185th - 192nd				\$1,446,683		100,011		100,011	Urban Vitality	
	Aurora Ave. N 192nd - 205th				\$4,547,565		182,883		182,883	DOE	
							370,054		370,054	KC Metro	
							159,205		159,205	Safetea-Lu	
							246,862		246,862	State Regional Mobility	
							34,496		34,496	FTA	
							2,611,340		2,611,340	CMAQ	
							332,279		332,279	Utility Reimb.	
	Sub-Total		\$0	\$0	\$6,931,481		\$6,249,958	\$0	\$6,249,958		
Total Roads Capital Fund		\$7,514,044	\$129,482	\$0	\$7,057,826	\$14,701,352	\$6,299,958	\$0	\$6,299,958		Use of Fund Balance \$887,350

Dept/Program	Project/Item	2012 Current Budget	CIP Revision	2012 Budget Amendment	Carryover Amount	Amended 2012 Budget	2012 Carryover Revenue	2012 Amended Revenue	Total Revenue	Revenue Source	Justification	
Surface Water Utility Fund	SW Ops - On-Call Services for Engineering & Environmental Services				\$2,011						Contract expires in 2012	
	FEMA Study				\$4,377						Contract expires in 2012	
	Drainage easement records addition to City's GIS				\$5,000				-		Contract expires in 2013	
									\$117,266	117,266	Municipal Stormwater Capacity Grant	Grant awarded in 2012
									\$46,200	46,200	DOE Local Source Control	Grant awarded in 2012
						\$11,388			\$163,466	\$163,466		
		SWM Rate Study & Implementation				\$80,531						Work continues in 2012
		SWM Green Works Project				\$59,731						Work continues in 2012
		Boeing Creek and Storm Creek Basin Plans				\$53,012						Work continues in 2012
		Meridian Park Wetland Drainage Improvement				\$89,260						Work continues in 2012
		Pump Station No. 25				\$70,067						Work continues in 2012
		Infrastructure Inventory and Assessment				\$105,443						Work continues in 2012
		N Fork Thornton Creek LID Stormwater Retrofit				\$48,034						Work continues in 2012
Total Surface Water Utility Fund		\$4,997,726	\$0	\$0	\$517,466	\$5,515,192	\$0	\$163,466	\$163,466		Use of Fund Balance \$354,000	
GRAND TOTAL AMENDED FUNDS *		\$48,909,959	\$129,482	\$66,660	\$9,246,134	\$58,352,235	\$6,404,690	\$195,826	\$6,600,516			
* Funds not being amended for a total of \$6,965,828 are not included in the detail		\$6,334,418				\$6,334,418						
TOTAL BUDGET		\$55,244,377	\$129,482	\$66,660	\$9,246,134	\$64,686,653						

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City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Mkt Adj 1.00%
 Effective Jan 1, 2012

Range	Title	Salary	Min					Max Step 6
			Step 1	Step 2	Step 3	Step 4	Step 5	
1		Annual	19,085	19,848	20,642	21,468	22,326	23,220
2		Annual	19,588	20,372	21,187	22,034	22,916	23,832
3		Annual	20,036	20,838	21,671	22,538	23,439	24,377
4		Annual	20,540	21,361	22,216	23,105	24,029	24,990
5		Annual	21,072	21,914	22,791	23,703	24,651	25,637
6		Annual	21,603	22,467	23,366	24,301	25,273	26,284
7		Annual	22,163	23,049	23,971	24,930	25,927	26,965
8		Annual	22,723	23,632	24,577	25,560	26,582	27,646
9		Annual	23,254	24,184	25,152	26,158	27,204	28,292
10		Annual	23,870	24,825	25,818	26,850	27,924	29,041
11		Annual	24,430	25,407	26,423	27,480	28,579	29,722
12		Annual	25,045	26,047	27,089	28,172	29,299	30,471
13		Annual	25,689	26,716	27,785	28,896	30,052	31,254
14		Annual	26,332	27,386	28,481	29,620	30,805	32,037
15		Annual	26,976	28,055	29,177	30,344	31,558	32,821
16		Annual	27,676	28,783	29,934	31,131	32,377	33,672
17		Annual	28,375	29,510	30,691	31,918	33,195	34,523
18		Annual	29,047	30,209	31,417	32,674	33,981	35,340
19		Annual	29,774	30,965	32,204	33,492	34,832	36,225
20		Annual	30,530	31,751	33,021	34,342	35,716	37,144
21		Annual	31,286	32,537	33,838	35,192	36,600	38,064
22		Annual	32,097	33,381	34,716	36,105	37,549	39,051
23		Annual	32,881	34,196	35,564	36,986	38,466	40,004
24		Annual	33,720	35,069	36,472	37,931	39,448	41,026
25		Annual	34,532	35,913	37,349	38,843	40,397	42,013
26		Annual	35,399	36,815	38,288	39,819	41,412	43,068
27		Annual	36,295	37,746	39,256	40,826	42,460	44,158
28		Annual	37,218	38,707	40,255	41,865	43,540	45,281
29		Annual	38,142	39,667	41,254	42,904	44,620	46,405
30		Annual	39,093	40,657	42,283	43,974	45,733	47,563
31		Annual	40,072	41,675	43,342	45,076	46,879	48,754

City of Shoreline
Range Placement Table
2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Mkt Adj 1.00%
Effective Jan 1, 2012

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
32		Annual	41,080	42,723	44,432	46,209	48,058	49,980
33		Annual	42,115	43,800	45,552	47,374	49,269	51,240
34		Annual	43,151	44,877	46,672	48,539	50,480	52,499
35		Annual	44,214	45,982	47,822	49,735	51,724	53,793
36		Annual	45,361	47,176	49,063	51,025	53,066	55,189
37		Annual	46,453	48,311	50,243	52,253	54,343	56,517
38		Annual	47,600	49,504	51,484	53,543	55,685	57,913
39		Annual	48,803	50,755	52,786	54,897	57,093	59,377
40		Annual	50,034	52,036	54,117	56,282	58,533	60,875
41		Annual	51,294	53,345	55,479	57,698	60,006	62,407
42		Annual	52,581	54,684	56,872	59,146	61,512	63,973
43	Assistant Planner	Annual	53,896	56,052	58,294	60,626	63,051	65,573
44		Annual	55,239	57,449	59,747	62,137	64,622	67,207
45	Executive Assistant to the City Manager	Annual	56,611	58,875	61,230	63,679	66,226	68,875
46	Budget Analyst Management Analyst Staff Accountant Recreation Coordinator I	Annual	58,010	60,330	62,743	65,253	67,863	70,578
47	Associate Planner	Annual	59,521	61,902	64,378	66,953	69,631	72,416
48	Purchasing Officer	Annual	60,976	63,415	65,952	68,590	71,333	74,187
49	Parks & Rec Project Coordinator Emergency Management Coordinator <u>Neighborhoods Coordinator</u>	Annual	62,515	65,016	67,616	70,321	73,134	76,059
50	Grants Coordinator Recreation Coordinator II CMO Management Analyst Senior Human Resources Analyst Budget/Financial Systems Analyst	Annual	64,054	66,616	69,281	72,052	74,934	77,932
51	Web Developer Senior Planner	Annual	65,649	68,275	71,006	73,847	76,800	79,872
52	Customer Response Team Supervisor Fleet, Facilities & Prop Mgt Supv Development Review Engineer I Construction Inspection Supervisor	Annual	67,328	70,021	72,822	75,735	78,765	81,915
53		Annual	69,007	71,768	74,638	77,624	80,729	83,958
54	PW Maintenance Supervisor	Annual	70,714	73,543	76,485	79,544	82,726	86,035

City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 01 - EXEMPT

Mkt Adj 1.00%
 Effective Jan 1, 2012

Range	Title	Salary	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
55	Capital Projects Manager I GIS Specialist City Clerk	Annual	72,477	75,376	78,391	81,527	84,788	88,180
56	Associate Traffic Engineer	Annual	74,324	77,297	80,389	83,605	86,949	90,427
57	Database Administrator	Annual	76,171	79,218	82,387	85,682	89,109	92,674
58		Annual	78,074	81,197	84,445	87,823	91,335	94,989
59	Recreation Superintendent Economic Development Program Mgr Finance Manager Capital Projects Manager II Community Services Manager Intergovernmental Prog Manager Development Review Engineer II Permit Services Manager Parks Superintendent Planning Manager	Annual	80,033	83,234	86,563	90,026	93,627	97,372
60		Annual	82,020	85,300	88,712	92,261	95,951	99,789
61	Building Official	Annual	84,090	87,454	90,952	94,590	98,374	102,309
62	Assistant City Attorney	Annual	86,189	89,637	93,222	96,951	100,829	104,862
63	Traffic Engineer SW & Environmental Svcs Manager	Annual	88,316	91,849	95,522	99,343	103,317	107,450
64		Annual	90,555	94,177	97,944	101,862	105,936	110,174
65	Engineering Supervisor Transportation Svcs Division Mgr	Annual	92,793	96,505	100,365	104,380	108,555	112,897
66	Information Systems Manager	Annual	95,116	98,921	102,877	106,992	111,272	115,723
67		Annual	97,522	101,423	105,480	109,700	114,088	118,651
68		Annual	99,929	103,926	108,083	112,407	116,903	121,579
69	Public Works Operations Manager	Annual	102,448	106,545	110,807	115,240	119,849	124,643
70	Human Resources Director	Annual	104,994	109,194	113,562	118,104	122,828	127,741
71	City Engineer	Annual	107,625	111,930	116,407	121,063	125,905	130,942
72		Annual	110,339	114,752	119,343	124,116	129,081	134,244
73		Annual	113,081	117,605	122,309	127,201	132,289	137,581
74	Assistant City Manager Finance Administrative Services Director Parks, Rec & Cultural Svcs Director Planning & Community Dev Services Dir Public Works Director City Attorney	Annual	115,908	120,544	125,366	130,380	135,596	141,019
75		Annual	118,818	123,571	128,513	133,654	139,000	144,560

City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj. 1.00%
 Effective Jan 1, 2012

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1		Hourly	9.18	9.54	9.92	10.32	10.73	11.16
2		Hourly	9.42	9.79	10.19	10.59	11.02	11.46
3		Hourly	9.63	10.02	10.42	10.84	11.27	11.72
4		Hourly	9.87	10.27	10.68	11.11	11.55	12.01
5		Hourly	10.13	10.54	10.96	11.40	11.85	12.33
6		Hourly	10.39	10.80	11.23	11.68	12.15	12.64
7		Hourly	10.66	11.08	11.52	11.99	12.47	12.96
8		Hourly	10.92	11.36	11.82	12.29	12.78	13.29
9		Hourly	11.18	11.63	12.09	12.58	13.08	13.60
10		Hourly	11.48	11.93	12.41	12.91	13.43	13.96
11		Hourly	11.74	12.21	12.70	13.21	13.74	14.29
12		Hourly	12.04	12.52	13.02	13.54	14.09	14.65
13		Hourly	12.35	12.84	13.36	13.89	14.45	15.03
14		Hourly	12.66	13.17	13.69	14.24	14.81	15.40
15	Lifeguard/Instructor II	Hourly	12.97	13.49	14.03	14.59	15.17	15.78
16		Hourly	13.31	13.84	14.39	14.97	15.57	16.19
17		Hourly	13.64	14.19	14.76	15.35	15.96	16.60
18		Hourly	13.96	14.52	15.10	15.71	16.34	16.99
19		Hourly	14.31	14.89	15.48	16.10	16.75	17.42
20		Hourly	14.68	15.26	15.88	16.51	17.17	17.86
21		Hourly	15.04	15.64	16.27	16.92	17.60	18.30
22		Hourly	15.43	16.05	16.69	17.36	18.05	18.77
23		Hourly	15.81	16.44	17.10	17.78	18.49	19.23
24	Senior Lifeguard	Hourly	16.21	16.86	17.53	18.24	18.97	19.72
25		Hourly	16.60	17.27	17.96	18.67	19.42	20.20
26		Hourly	17.02	17.70	18.41	19.14	19.91	20.71
27		Hourly	17.45	18.15	18.87	19.63	20.41	21.23
28		Hourly	17.89	18.61	19.35	20.13	20.93	21.77
29		Hourly	18.34	19.07	19.83	20.63	21.45	22.31
30		Hourly	18.79	19.55	20.33	21.14	21.99	22.87
31	Teen Program Assistant Administrative Assistant I Recreation Assistant I	Hourly	19.27	20.04	20.84	21.67	22.54	23.44

City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj. 1.00%
 Effective Jan 1, 2012

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
32	Public Works Maintenance Worker I Parks Maintenance Worker I	Hourly	19.75	20.54	21.36	22.22	23.10	24.03
33		Hourly	20.25	21.06	21.90	22.78	23.69	24.63
34		Hourly	20.75	21.58	22.44	23.34	24.27	25.24
35	Finance Technician Administrative Assistant II Recreation Assistant II Facilities Maintenance Worker I	Hourly	21.26	22.11	22.99	23.91	24.87	25.86
36		Hourly	21.81	22.68	23.59	24.53	25.51	26.53
37	Parks Maintenance Worker II Public Works Maintenance Worker II Accounts Payable/Payroll Technician Capital Projects Technician Legal Assistant Communication Assistant Animal Control Officer	Hourly	22.33	23.23	24.16	25.12	26.13	27.17
38	Technical Assistant	Hourly	22.88	23.80	24.75	25.74	26.77	27.84
39	Environmental Programs Assistant Facilities Maintenance Worker II Payroll Officer Administrative Assistant III Recreation and Class Prog Assistant Records Coordinator Recreation Assistant III	Hourly	23.46	24.40	25.38	26.39	27.45	28.55
40	Engineering Technician	Hourly	24.06	25.02	26.02	27.06	28.14	29.27
41	Surface Water Quality Specialist	Hourly	24.66	25.65	26.67	27.74	28.85	30.00
42	Deputy City Clerk Sr. Public Works Maintenance Worker Senior Parks Maintenance Worker	Hourly	25.28	26.29	27.34	28.44	29.57	30.76
43	Environmental Educator Right-of-Way Inspector CRT Representative	Hourly	25.91	26.95	28.03	29.15	30.31	31.53
44	Plans Examiner I Senior Engineering Technician	Hourly	26.56	27.62	28.72	29.87	31.07	32.31
45								
46	Recreation Coordinator I Code Enforcement Officer Computer Network Specialist	Hourly	27.89	29.00	30.17	31.37	32.63	33.93
47	Associate Planner	Hourly	28.62	29.76	30.95	32.19	33.48	34.82
48	Plans Examiner II Combination Inspector	Hourly	29.32	30.49	31.71	32.98	34.29	35.67
49	Neighborhoods Coordinator	Hourly	30.06	31.26	32.51	33.81	35.16	36.57
50		Hourly	30.80	32.03	33.31	34.64	36.03	37.47

City of Shoreline
 Range Placement Table
 2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

Mkt Adj. 1.00%
 Effective Jan 1, 2012

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
51		Hourly	31.56	32.82	34.14	35.50	36.92	38.40
52	Plans Examiner III	Hourly	32.37	33.66	35.01	36.41	37.87	39.38
53		Hourly	33.18	34.50	35.88	37.32	38.81	40.36
54		Hourly	34.00	35.36	36.77	38.24	39.77	41.36
55		Hourly	34.84	36.24	37.69	39.20	40.76	42.39
56		Hourly	35.73	37.16	38.65	40.19	41.80	43.47
57		Hourly	36.62	38.09	39.61	41.19	42.84	44.55
58		Hourly	37.54	39.04	40.60	42.22	43.91	45.67
59		Hourly	38.48	40.02	41.62	43.28	45.01	46.81
60		Hourly	39.43	41.01	42.65	44.36	46.13	47.98
61		Hourly	40.43	42.05	43.73	45.48	47.30	49.19
62		Hourly	41.44	43.09	44.82	46.61	48.48	50.41
63		Hourly	42.46	44.16	45.92	47.76	49.67	51.66
64		Hourly	43.54	45.28	47.09	48.97	50.93	52.97
65		Hourly	44.61	46.40	48.25	50.18	52.19	54.28
66		Hourly	45.73	47.56	49.46	51.44	53.50	55.64
67		Hourly	46.89	48.76	50.71	52.74	54.85	57.04
68		Hourly	48.04	49.96	51.96	54.04	56.20	58.45
69		Hourly	49.25	51.22	53.27	55.40	57.62	59.92
70		Hourly	50.48	52.50	54.60	56.78	59.05	61.41
71		Hourly	51.74	53.81	55.96	58.20	60.53	62.95
72		Hourly	53.05	55.17	57.38	59.67	62.06	64.54
73		Hourly	54.37	56.54	58.80	61.15	63.60	66.14
74		Hourly	55.72	57.95	60.27	62.68	65.19	67.80
75		Hourly	57.12	59.41	61.79	64.26	66.83	69.50

ORDINANCE NO. 632

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, AMENDING ORDINANCE 622 BY INCREASING THE APPROPRIATION IN THE GENERAL FUND, PUBLIC ARTS FUND , GENERAL CAPITAL FUND, ROADS CAPITAL FUND AND SURFACE WATER UTILITY FUND.

WHEREAS, the 2012 Budget was adopted in Ordinance 585; and

WHEREAS, the 2012–2017 Capital Improvement Plan was adopted in Ordinance 578; and

WHEREAS, the 2012 Budget has assumed completion of specific capital improvement projects in 2011; and

WHEREAS, some of these capital projects were not completed and need to be continued and completed in 2012; and

WHEREAS, various projects were included in the City’s 2011 operating budget and were not completed during 2011; and

WHEREAS, due to these 2011 projects not being completed, the 2011 ending fund balance and the 2012 beginning fund balance for the General Fund, Public Arts Fund, General Capital Fund, Roads Capital Fund and Surface Water Utility Fund is greater than budgeted; and

WHEREAS, the City wishes to appropriate a portion of these greater than budgeted beginning fund balances in 2012 to complete 2011 work; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.00.075 to include all revenues and expenditures for each fund in the adopted budget:

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Amending Section 2 of Ordinance No. 622. The City hereby amends Section 2 of Ordinance No. 622, the 2012 Adopted Budget, by increasing the appropriation from the General Fund by \$323,666; for the Public Arts Fund by \$36,311; for the Federal Treasury Forfeitures Fund by \$25,000; for the General Capital Fund by \$1,352,525; for the Roads Capital Fund by \$7,187,308; for the Surface Water Utility Fund by \$517,466; and by increasing the Total Funds appropriation to \$64,686,653 as follows:

General Fund	\$34,314,983	\$34,638,649
Street Fund	\$2,208,455	
Code Abatement Fund	\$100,000	
State Drug Enforcement Forfeiture Fund	\$5,000	
Federal Drug Enforcement Forfeiture Fund	\$5,050	
Public Arts Fund	\$36,200	\$72,511
Revenue Stabilization Fund	\$0	
Federal Treasury Forfeitures Fund	\$182,000	\$207,000
General Capital Fund	\$1,865,006	\$3,217,531
City Facility-Major Maintenance Fund	\$60,000	
Roads Capital Fund	\$7,514,044	\$14,701,352
Surface Water Utility Fund	\$4,997,726	\$5,515,192
Vehicle Operations/Maintenance Fund	\$197,250	
Equipment Replacement Fund	\$315,000	
Unemployment Fund	\$89,546	
Unlimited Tax GO Bond 2006	\$1,695,050	
Limited Tax GO Bond 2009	\$1,659,067	
Total Funds	<u>\$55,244,377</u>	<u>\$64,686,653</u>

Section 2. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect and be in full force five days after passage and publication.

PASSED BY THE CITY COUNCIL ON April 9, 2012

Mayor Keith A. McGlashan

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Publication Date:

Effective Date: