

Ordinance No. 00146

[\(Council Minutes 12/01/97\)](#)

ORDINANCE NO. 146

AN ORDINANCE of the City Council of the City of Lakewood, Washington adopting the 1998 Budget with Revenues, Expenditures and Appropriations

WHEREAS, in Chapter 35A.33 RCW, state law requires the City to adopt an annual budget and provides procedures for the filing of estimates, a preliminary budget, deliberations, public hearings, and final fixing of the budget; and,

WHEREAS, a preliminary budget for the fiscal year 1998 has been prepared and filed; a public hearing has been held for the purposes of fixing the final budget; and the City Council has deliberated and has made adjustments and changes deemed necessary and proper.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON DO ORDAIN as follows:

Section 1. Adoption of Budget.

The 1998 budget for the City of Lakewood, covering the period from January 01, 1998 through December 31, 1998, with revenues and estimated beginning fund balances of \$38,102,210 and with appropriations and estimated ending fund balances of \$38,102,210 is hereby adopted.

Section 2. Summary of Revenues and Appropriations.

The budget sets forth totals of estimated revenues and estimated appropriations of each separate fund, and the aggregate totals for all such funds, with a copy of the Revenue Summary All Funds being attached hereto, marked as exhibit "A" and incorporated herein by this reference, and with a copy of the Expenditure Summary All Funds being attached hereto, marked as exhibit "B" and incorporated herein by this reference.

Section 3. Copies of Budget to be Filed.

A complete copy of the final budget as adopted herein shall be transmitted to the Division of Municipal Corporations in the Office of the State Auditor, and to the Municipal Research and Services Center of Washington. Three complete copies of the final budget as adopted herein shall be filed with the City Clerk and shall be available for use by the public.

Section 4. Salary Ranges for New/Changed Employee Positions.

The list of Employee Position Titles, Salaries and Salary Ranges, in accordance with the amounts of employee salaries and costs in the 1998 budget, shall be added to and amended to reflect the following:

POSITION/TITLE CHANGES & ADDITIONS

POSITION TITLE RANGE # SALARY RANGE

Associate City Attorney ~~38 41 \$3,444 - \$4,198~~ \$3,655 - \$4,455

Human Resources Analyst ~~30 32 \$2,939 - \$3,583~~ \$3,058 - \$3,728

Accounting Technician II (payroll) ~~23 25 \$2,559 - \$3,119~~ \$2,662 - \$3,245
Accounting Technician III

Legal Assistant ~~14 17 \$2,141 - \$2,610~~ \$2,272 - \$2,770

Human Resources Administrator ~~51 53 \$4,455 - \$5,431~~ \$4,635 - \$5,650
Human Resources & Services Director

Victim Advocate ~~28 30 \$2,825 - \$3,444~~ \$2,939 - \$3,583

Human Services Aide ~~14 16 \$2,141 - \$2,610~~ \$2,228 - \$2,716

Management Intern & Intern ~~Intern N/A \$9-12.00~~ \$12.00 hourly (flat rate)

Intern ~~N/A \$9-12.00~~ \$12.00 hourly (flat rate)

Records Specialist (new) ~~18 \$2,318 - \$2,825~~

(new) ~~18 \$2,318 - \$2,825~~

Land Use Technician ~~Assistant Planner 27 \$2,770 - \$3,377~~

Assistant Planner ~~27 \$2,770 - \$3,377~~

Associate Civil Engineer (new) ~~38 \$3,444 - \$4,198~~

(new) ~~38 \$3,444 - \$4,198~~

Plans Examiner/Bldg. Insp. (new) ~~N/A Contract Position~~

(new) ~~N/A Contract Position~~

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Section 5. Salary Range and Salary Adjustments.

The Salary Ranges of employees of the City shall be increased by the Range Adjustment set forth below, and the Salaries of employees of the City shall be increased by the Merit modifier set forth below, the amounts for which are included in the 1997 budget.

RANGE ADJUSTMENT

In order for the City to remain competitive in the employment market place, a Range Adjustment@ is hereby authorized and approved whereby all of the established salary ranges for employment positions of the City shall be adjusted upwards (both upper and lower levels of the salary ranges) by the amount of three percent (3%) from the respective levels of the prior year=s salary ranges. This Range Adjustment shall change the salary ranges for employment positions, but would not result in a change to the salary of employees within the salary range, provided, however, that if any employee=s salary falls below the minimum salary in his or her salary range, his or her salary would automatically be increased to the minimum level of the range, and any new employees hired by the City would be hired at salaries within the appropriate range as adjusted by the range adjustment. This Range Adjustment shall be effective January 1, 1998.

MERIT MODIFIER

Separate from the Range Adjustment, the salaries of employees of the City who have received a successful evaluation, during the 12 month period preceding the effective date of the Merit Modifier, or who have successfully completed their initial six month/probationary employment period, shall be increased by the AMerit Modifier@ established hereby, in the amount of two and six tenth percent (2.6%). For the purposes hereof, a successful evaluation means an evaluation resulting in any merit increase of three percent (3%) or more. The initial Merit Modifier shall also be applied to the salaries of employees who were hired prior to the 15th day of October, 1997, and who are satisfactorily performing their jobs, even though they have not yet completed their initial six month/probationary employment period. This Merit Modifier shall be effective January 1, 1998.

Any employee who has reached the maximum salary for his or her position/salary range must successfully pass his or her

annual evaluation before becoming eligible to receive the Merit Modifier for the following year. However, no employee=s salary may exceed the maximum amount of his or her salary range.

SALARY SCHEDULE ON FILE WITH CITY CLERK

A copy of the Salary Schedule that shall be in effect as of January 1, 1998 shall be on file in the offices of the City Clerk, which salary schedule shall reflect the changes and adjustments made thereto in the 1998 Budget.

Section 6. Effective Date.

This Ordinance shall be in full force and effect for the fiscal year 1998 and five (5) days after publication as required by law.

ADOPTED by the City Council this 1st day of December, 1997.

CITY OF LAKEWOOD

Attest:

_____ Bill Harrison, Mayor

Alice M. Bush, CMC, City Clerk

Approved as to Form:

Daniel B. Heid, City Attorney

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Alice M. Bush, CMC, City Clerk

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EXHIBIT "A"

**City of Lakewood
1998 Proposed Budget - Revenue Summary - All Funds**

Fund Name:	Fund #:	Estimated Beginning Fund Balance:	Operating Revenues:	Other Financing Sources:	Total 1998 Budget:
General	001	4,488,560	15,236,920	285,000	20,010,480
City Streets	101	2,382,930	1,088,690	0	3,471,620
Arterial Streets	102	3,405,540	4,161,290	315,000	7,881,830
Contingency	103	700,000	0	200,000	900,000
Surface Water Management	110	2,411,660	1,338,000	0	3,749,660
Investigations	180	0	53,000	0	53,000
Grants (General)	190	0	567,980	0	567,980
Muni. CIP	301	50,000	0	1,400,000	1,450,000
Equipment Rental	501	15,380	19,260	0	34,640
TOTAL ALL FUNDS:		13,454,070	22,465,140	2,200,000	38,119,210

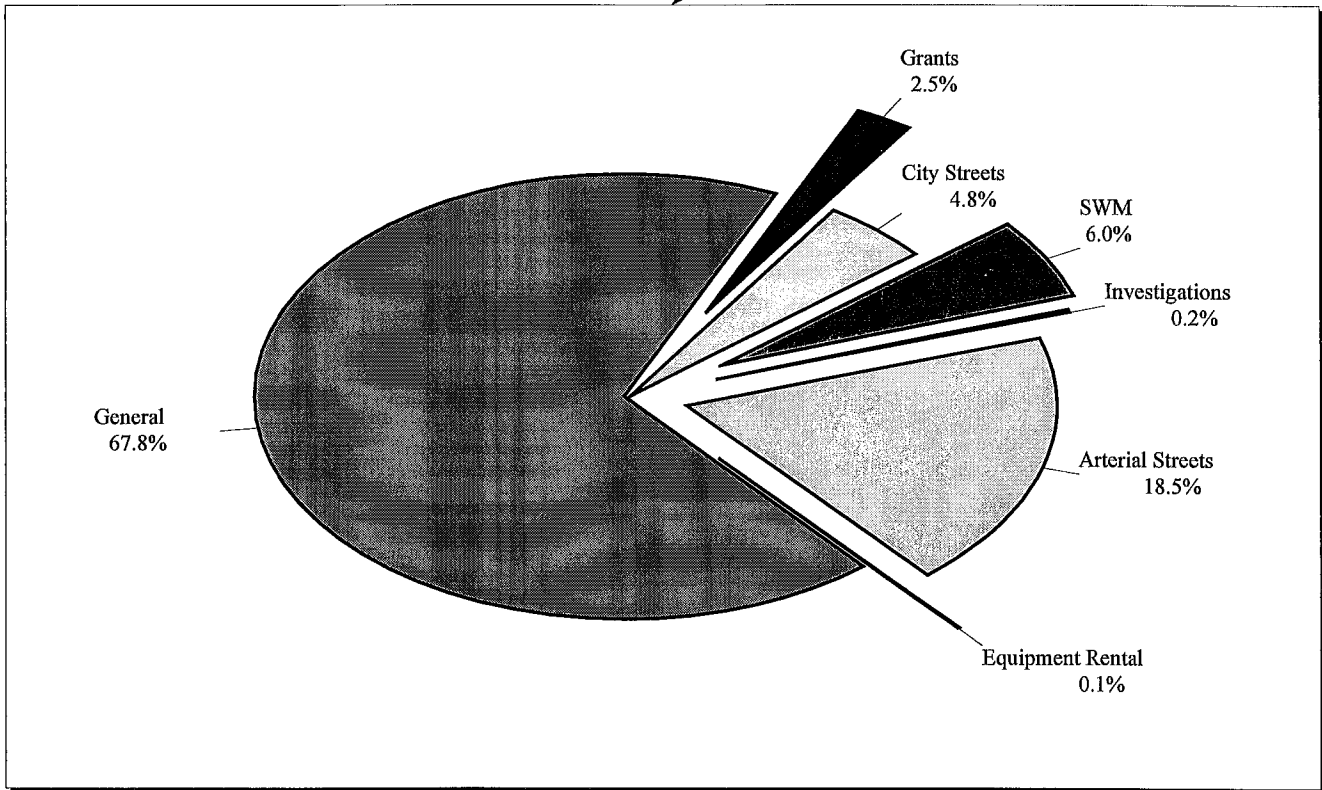


EXHIBIT "B"

**City of Lakewood
1998 Proposed Budget - Expenditure Summary - All Funds**

Fund Name:	Fund #:	Estimated Ending Fund Balance:	Operating Expenditures	Other Financing Uses:	Total 1998 Budget:
General	001	3,797,390	14,613,090	1,600,000	20,010,480
City Streets	101	2,041,350	1,420,270	10,000	3,471,620
Arterial Streets	102	1,862,550	5,869,280	150,000	7,881,830
Contingency	103	900,000	0	0	900,000
Surface Water Management	110	1,617,440	1,692,220	440,000	3,749,660
Investigations	180	0	53,000	0	53,000
Grants (General)	190	0	567,980	0	567,980
Muni CIP	301	1,450,000	0	0	1,450,000
Equipment Rental	501	28,440	6,200	0	34,640
TOTAL ALL FUNDS:		11,697,170	24,222,040	2,200,000	38,119,210

