

**ORDINANCE NO. 204
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2013 THROUGH DECEMBER 31, 2013, APPROPRIATING FUNDS AND ESTABLISHING SALARY SCHEDULES FOR ESTABLISHED POSITIONS.

WHEREAS, state law requires the Mayor to prepare a preliminary budget for the City of Liberty Lake at least sixty (60) days before the beginning of the City's fiscal year beginning January 1, 2013 and ending December 31, 2013.

WHEREAS, the Mayor, in consultation with City Staff, has prepared and placed on file with the City Clerk a preliminary budget together with an estimate of the amount of money necessary to meet the expenses of the City, including payment of outstanding obligations;

WHEREAS, notice was posted and published on November 8, 2012, and November 15, 2012 that the City Council of the City of Liberty Lake would meet and receive public comment in the City Council chambers prior to the adoption of the budget;

WHEREAS, the attached 2013 Budget of the City of Liberty Lake reflects the provision of municipal services and programs that will enhance the public health, safety and welfare of the citizens; and

WHEREAS, the City Council has determined that the best interest of the City is serviced by adopting the budget set forth herein:

NOW, THEREFORE, the City Council of the City of Liberty Lake, Washington, does ordain as follows:

Section 1. Adoption of the Budget. The budget for the City of Liberty Lake for the year 2013 is hereby adopted at the fund level and as the balanced budget for the City with appropriations limited to the total estimated revenues and ending fund balance of the City. The final budget for \$12,197,056 attached hereto by this reference is incorporated herein pursuant to RCW 35A.33.075.

Estimated resources for each separate fund of the City of Liberty Lake, and aggregate expenditures for all such funds for the year 2013 are set forth in a summary form in Exhibit A.

Section 2. Positions, Salary Schedules and Adjustments. The various positions and salary ranges for City employees are adopted in the form and amounts attached to this Ordinance as Exhibit B. To further the efficient operation of the City, the Mayor is authorized to make transfers between individual appropriations within any one fund for the 2013 budget. The Mayor may make salary adjustments as deemed appropriate in the exercise of reasonable discretion.

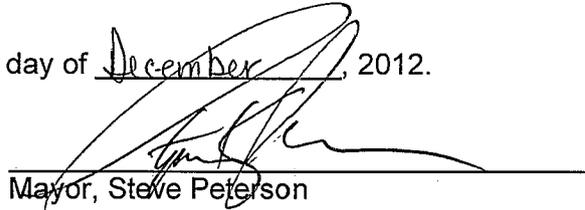
Section 3. Transmittal. A complete copy of the budget, as adopted, together with a copy of this Ordinance, shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section,

sentence, clause or phrase of this Ordinance.

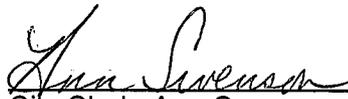
Section 5. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this 18th day of December, 2012.



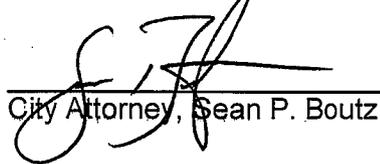
Mayor, Steve Peterson

ATTEST:



City Clerk, Ann Swenson

APPROVED AS TO FORM:



City Attorney, Sean P. Boutz

Date of Publication: 12.27.12

Effective Date: 1.1.13

EXHIBIT A

City of Liberty Lake
2013 Budget Summary By Fund

FUND	Est. Beginning		Revenues		Expenditures		Est. Ending Fund	
	Fund Balance						Balance	
General Fund 001	\$	1,847,963	\$	4,753,910	\$	4,495,505	\$	2,106,368
Street Fund	\$	265,627		815,535		815,630	\$	265,532
Tourism Promotion Fund	\$	83,871		40,200		75,000	\$	49,071
Tourism Promotion Area (TPA)	\$	1,338		50,015		50,000	\$	1,353
Restricted Reserve	\$	1,205,852		1,200		300	\$	1,206,752
LTGO Redemption Note (1.8)	\$	-		168,112		168,112	\$	-
City Land LTGO Bond Fund	\$	-		161,521		161,521	\$	-
City Hall LTGO Bond Fund	\$	785,000		-		108,086	\$	676,914
REET 1 - Capital Projects	\$	624,196		140,900		425,000	\$	340,096
REET 2 - Capital Projects	\$	576,362		140,900		560,000	\$	157,262
Street Capital Projects Fund	\$	1,009,149		2,101,900		2,100,000	\$	1,011,049
TownSquare Capital Project	\$	-		850,000		850,000		
Outlet Trail Project Fund	\$	0		280,000		280,000	\$	0
Pedestrian/Bicycle Bridge Fund	\$	0		-		-	\$	0
Harvard Road Mitigation Fund	\$	584,219		979,100		1,563,319	\$	0
Library Capital Fund	\$	75,253		13,460		22,000	\$	66,713
Police Capital Fund	\$	130,000		50		-	\$	130,050
Stormwater Utility Fund	\$	181,041		62,350		62,250	\$	181,141
Golf Operations Fund	\$	135,855		405,341		431,553	\$	109,643
Unemployment Fund	\$	-		28,780		28,780	\$	-
Total Revenues & Expenditures	\$	7,505,726	\$	10,993,274	\$	12,197,056	\$	6,301,944
			\$	18,499,000	\$	18,499,000		

**CITY OF LIBERTY LAKE
PROPOSED SALARY SCHEDULE FOR 2013**

EXHIBIT B

JOB TITLE	Full Time (FT) Part Time (PT)	# of Employees	RANGE	CURRENT RANGE	2013 PROPOSED CHANGES
<u>Section 2. EXECUTIVE</u>					
CITY ADMINISTRATOR	FT	1	100	\$120,000	
<u>Section 3. ADMIN & FINANCE</u>					
FINANCE DIRECTOR	FT	1	95	\$83679-\$94236	
CITY TREASURER	FT	1	85	\$50003-\$56306	\$52250-\$58802
CITY CLERK	FT	1	85	\$48942-\$55120	\$52250-\$58802
EXECUTIVE ASST / ACCOUNTING TECH	FT	1	75	\$31824-\$35838	\$35402-\$39874
<u>Section 4. POLICE</u>					
Chief of Police	FT	1	95	\$87332-\$98389	
Police Records Clerk	FT	1	76	\$38730-\$43617	
Police Officer 1	FT	0	61	\$40521-\$45641	Vacant - Not in 2013 Budget
Police Officers II	FT	6	62	\$52834-\$61906	New Hire for 2013
Police Officers III	FT	1	63	\$56419-\$64800	
Police Sergeant	FT	1	65	\$66182-\$74542	
Police Detective	FT	1	67	\$72900-\$82123	
<u>Section 5. PARKS & RECREATION</u>					
Parks & Recreation Coordinator	FT	1	74	\$48504 - \$54623	\$50000-\$56309
Golf Professional	FT	1	73	\$50274-\$56583	
Parks and Open Space Superintendent	FT	1	72	\$51022-\$57450	
Recreational Staff & Golf-Lead	PT	NA		\$10 - \$11.26 per hour	
Recreational Staff-Counselors	PT	Varies		\$9.04 - \$10.18 per hour	
Park Maintenance Seasonal	PT	Varies		\$9.04 - \$10.18 per hour	
Park Maintenance Seasonal - Lead	PT	Varies		\$10 - \$11.26 per hour	
<u>Section 6. Planning & Building Services</u>					
Project Planner	FT/PT		40	\$46440-\$52270	Vacant - Not in 2013 Budget
Building Inspector	FT/PT		43	\$46321-\$52146	Vacant - Not in 2013 Budget
Chief Building Inspector	FT	1	45	\$57699-\$64979	
Planning & Building Services Manager	FT	1	91	\$58600-\$65993	
ADMINISTRATIVE ASSISTANT	FT	1	75	\$35401-\$39874	
<u>Section 7. Library</u>					
Director of Library Services	FT	1	91	\$56576-\$63714	\$63934-\$72000
Librarian	FT	1	77	\$40643-\$45760	
Circulation Supervisor	FT	1	35	\$28600-\$32219	\$31429-\$35381
Library Tech Specialist	PT	1		\$14.59-\$16.43 per hour	
Library Clerk	PT	Varies		\$11.58-\$13.06 per hour	
Library Technician I	PT	Varies		\$12.86-\$14.48 per hour	
Library Associate	PT	Varies		\$15.70-\$17.68 per hour	
Library Page	PT	Varies		\$9.32-\$10.50 per hour	
<u>Section 8. Public Works</u>					
Community Development Director	NA		95	\$86118-\$97216	Vacant - Not in 2013 Budget
City Engineer	FT	1	92	\$77120-\$86850	
Crew Supervisor/Equipment Maint Tech	FT	1	79	\$36379-\$40976	\$44096-\$49659
Maintance Worker	FT	1	78	\$28017-\$31552	\$30014-\$33801
<u>Section 9. FACILITIES</u>					
Custodian	PT	1		\$9.04 - \$10.18 per hour	
Facilities Technician	PT	1		\$13.47-15.17 per hour	

CERTIFICATION

I, the undersigned City Clerk of the City of Liberty Lake, of Spokane County, Washington, HEREBY CERTIFY that the foregoing Ordinance is a full, true, and correct copy of Ordinance No. 204 duly adopted at a regular meeting of the City Council of said City, duly and regularly held at the regular meeting place thereof on December 18, 2012 of which meeting all members of said City Council had due notice and at which a majority thereof were present; and that at said meeting said Ordinance was adopted by the following vote: unanimous, 7-0.

AYES, and in favor thereof: Mayor Pro Tem Langford, Council Members Kaminskas, Brickner, Dunne, Beckett, Olander, and Kopelson

NAYS: None.

ABSENT: None.

ABSTAINED: None.

CITY OF LIBERTY LAKE



CITY CLERK