

**ORDINANCE NO. 235  
CITY OF LIBERTY LAKE  
SPOKANE COUNTY, WASHINGTON**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2017 THROUGH DECEMBER 31, 2017, 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, 2017 and ending December 31, 2017.

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 October 21, 2016 and October 28, 2016 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 2017 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 2017 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 \$16,099,990 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 2017 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 2017 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 20 day of December, 2016.

  
\_\_\_\_\_  
Mayor, Steve Peterson

ATTEST:

  
\_\_\_\_\_  
City Clerk, Ann Swenson

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney, Sean P. Boutz

Date of Publication: 12-30-16

Effective Date: 1-4-17

City of Liberty Lake  
2017 Budget Summary By Fund

Exhibit A

FUND	Page #(s)	Est. Beginning Fund Balance	Revenues	Expenditures	Est. Ending Fund Balance
General Fund 001	P. 35-56	\$ 3,800,375	\$ 6,253,864	\$ 6,972,099	\$ 3,082,140
Street Fund (Fund 110)	P. 58	168,790	1,159,238	1,122,530	205,498
Tourism Promotion Fund	P. 61	7,990	58,590	63,500	3,080
Tourism Promotion Capital Fund	P. 62	30,000	45,100	-	75,100
Tourism Promotion Area (TPA)	P. 63	-	65,045	65,045	-
Restricted Reserve	P. 64	1,228,100	3,500	100	1,231,500
LTGO Redemption Note (1.8)	P. 65	-	125,234	125,234	-
City Land LTGO Bond Fund	P. 66	-	161,521	161,521	-
REET 1 Capital Projects Fund	P. 67	549,000	251,000	800,000	-
REET 2 Capital Projects Fund	P. 69	749,000	251,000	800,000	200,000
Street Capital Projects Fund	P. 71	500,000	1,800,500	1,924,000	376,500
Orchard Park Capital Fund	P. 73	-	2,500,000	2,500,000	-
Harvard Road Mitigation Fund	P. 74	363,000	141,000	360,000	144,000
Library Capital Fund	P. 76	75,000	15,048	-	90,048
Police Capital Fund	P. 78	50	50,075	50,000	125
Municipal Facilities Fund Master Plan	P. 77	-	350,000	100,000	250,000
Community Messaging Fund	P. 79	100,000	100	100,000	100
Underground Utility Fund	P. 80	25,000	25,000	-	50,000
Building Contingency Fund	P. 81	79,969	45,031	125,000	-
Stormwater Utility Fund	P. 82	200,000	65,800	126,400	139,400
Aquifer Protection Fund	P. 84	140,100	45,100	62,400	122,800
Golf Operations Fund	P. 86	150,400	519,115	612,161	57,354
Unemployment Fund	P. 89	-	30,000	30,000	-
		<b><u>\$ 8,166,774</u></b>	<b><u>\$ 13,960,861</u></b>	<b><u>\$ 16,099,990</u></b>	<b><u>\$ 6,027,645</u></b>

**CITY OF LIBERTY LAKE  
PROPOSED SALARY SCHEDULE FOR 2017**

**Exhibit B**

JOB TITLE	Time (FT) Part Time (PT)	# of Employ ees	CURRENT RANGE	2017 PROPOSED CHANGES	Salary ranges except for Police has been increased by 2% for 2017
<b><u>Section 2. EXECUTIVE</u></b>					
City Administrator	FT	1	\$115,340 - \$129,891	\$117,647 - \$132,490	
<b><u>Section 3. ADMIN &amp; FINANCE</u></b>					
Finance Director	FT	1	\$84499-\$95160	\$86,190 - \$97,063	
City Treasurer	FT	1	\$52751-\$59426	\$53,809 - \$60,611	
City Clerk	FT	1	\$52751-\$59426	\$53,809 - \$60,611	
Office Assistant	FT	1	\$35756-\$40248	\$36,462 - \$41,059	
<b><u>Section 4. POLICE</u></b>					
Chief of Police	FT	1	\$87332-98389	\$89,078 - \$100,317	
Police Records Clerk	FT	1	\$39117-\$44055	\$39,915 - \$44,949	
Police Officer	FT	8	\$56614-\$73224	\$51,624 - \$73,267	New Officer
Police Sergeant	FT	2	\$73807-\$83117	\$76,939 - \$83,290	Promote Officer in 2017
Police Detective	FT	1	\$76594-\$86249	\$76594-\$86249	
<b><u>Section 5. PARKS &amp; RECREATION</u></b>					
Golf Professional	FT	1	\$50273-\$57138	\$52,766 - \$59,423	
Parks & Recreation Director	FT	1	\$64,560-\$72,706	\$65,852 - \$74,160	
Crew Lead	FT	2	\$30314-\$34133	\$37,086 - \$41,766	
Office Assistant	FT	1		\$36,462 - \$41,059	New Position part time to full time
Park Maintenance Full Time	FT	6		\$31,990 - \$36,025	Add health benefits for year round staff
Park Maintenance Seasonal	PT	NA	\$9.66 - \$10.88 per hour	\$11.00 - \$12.38 per hour	
Park Maintenance Seasonal - Experienced	PT	NA	\$10.99 - \$12.37 per hour	Combine with Park Maintenance Seasonal	
Park Maintenance Specialized	PT	NA	\$13.13- \$14.78 per hour	\$13.39 - \$15.08 per hour	
Park/Golf Maintenance - Foreman	PT	NA	\$15.08 - \$16.98 per hour	\$15.38 - \$17.32 per hour	
Golf Specialized	PT	NA	\$13.13- \$14.78 per hour	\$13.39 - \$15.08 per hour	
<b><u>Section 6. PLANNING &amp; BUILDING SERVICES</u></b>					
Building Inspector	FT	1	\$46785-\$52707	\$47,715 - \$53,768	
Building Inspector - Temporary	PT	1		\$22.94 - \$25.85	Based on Permit Volume
Chief Building Inspector	FT	1	\$58276-\$65624	\$59,446 - \$66,934	
Planning & Building Services Manager	FT	1	\$63000-\$70948	\$64,260 - \$72,367	
Permit Technician	FT	1	\$35401-\$39873	\$36,109 - \$40,664	
Code Enforcement	PT			\$22.94 - \$25.85 per hour	
<b><u>Section 7. LIBRARY</u></b>					
Director of Library Services	FT	1	\$64561-\$72706	\$65,852 - \$74,160	
Librarian	FT	1	\$40643-\$45760	\$41,456 - \$46,675	
Library Clerk	PT	6	\$12.08-\$13.61 per hour	\$12.32 - \$13.88	
Library Technician I	PT	2	\$13.36-\$15.05 per hour	\$13.63 - \$15.35	
Library Associate	FT	1	\$34,320 - \$38,646	\$35,006 - \$39,416	
Library Associate	PT	3	\$16.50 - \$18.58	\$16.83 - \$18.95 per hour	
<b><u>Section 8. PUBLIC WORKS</u></b>					
City Engineer	FT	1	\$77876-\$87702	\$79,434 - \$89,456	
Crew Supervisor/Equipment Maint Tech	FT	1	\$44573-\$50149	\$45,427 - \$51,147	
<b><u>Section 9. FACILITIES</u></b>					
Custodian	PT	1	\$10.77 - \$12.13 per hour	\$11.00 - \$12.37 per hour	

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**CERTIFICATION**

I, Ann Swenson, 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. 235 duly adopted at a regular meeting of the City Council of said City, duly and regularly held at a the regular meeting place thereof on December 20, 2016 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.

AYES, and in favor thereof: Mayor Pro Tem Brickner, Council Members, Moore, McGuire, Dunne, Severs, Langford, and Kaminskas.

NAYS: None.

ABSENT: None.

ABSTAINED: None.

CITY OF LIBERTY LAKE

  
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CITY CLERK