

ORDINANCE NO. 2012-07

AN ORDINANCE of the City of Bainbridge Island, Washington amending the 2012 Budget of the City and providing for uses not foreseen at the time the 2012 budget was adopted.

WHEREAS, on November 21, 2011, the City Council adopted the budget for 2012 by Ordinance No. 2019-11; and

WHEREAS, a number of situations have occurred during 2012 which require the City to expend money on items, projects and categories not included in the 2012 Budget; now, therefore,

THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Ordinance No. 2019-11 and the 2012 budget are each amended as shown on the attached Exhibit A.

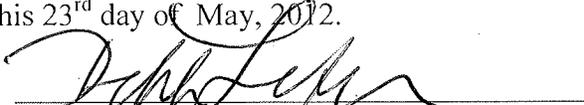
Section 2. The City's Finance Director is authorized and directed by this ordinance to make the necessary changes to the 2012 Budget. The Finance Director is further directed to make sufficient interfund equity transfers from the appropriate funds to cover the added amounts authorized by this ordinance.

Section 3. The Finance Director is authorized and directed to properly account for the Building and Development Services activities of the City and to transfer such expenditures as are appropriate under Generally Accepted Accounting Principles from the General Fund to the Building and Development Services Fund provided that such transfers do not authorize an increase in expenditures.

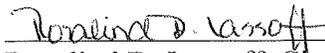
Section 4. This ordinance shall take effect and be in force five days from and after its passage, approval and publication as required by law.

PASSED by the City Council this 23rd day of May, 2012.

APPROVED by the Mayor this 23rd day of May, 2012.


Debbi Lester, Mayor

ATTEST / AUTHENTICATE:


Rosalind D. Lassoff, City Clerk

FILED WITH THE CITY CLERK:	April 24, 2012
PASSED BY THE CITY COUNCIL:	May 23, 2012
PUBLISHED:	May 25, 2012
EFFECTIVE DATE:	May 30, 2012
ORDINANCE NO:	2012-07

2012 BUDGET AMENDMENTS

EXHIBIT A

Presented to City Council May 2 and May 25, 2012
 Approved by City Council May 25, 2012

SUBJECT	DESCRIPTION	FUND / Department	AMOUNT	Change to Appropriation
City Manager Search	This item provides funds needed for multiple components of the city manager search. The items will be allocated as detailed below. Additional expense items will be brought in future budget adjustments, up to the total of \$225,000 appropriated by Council in February 2012.	Multiple - see below for detail	191,000	Increase. Source: Contingency fund.
Water Utility Staffing	This item addresses the reduction in water salary and benefits for the optimization. In December 2011, Council directed the City to reduce staffing allocated to Water from 6.5 FTE to 4.5 FTE for 2012 and future years. This set of adjustments, as implemented in February 2012 and detailed below, accomplishes those reductions.	Multiple - see below for detail	(259,000)	Decrease to spending in Water and other funds.
Winslow Way and Highway 305 intersection crossing.	This item provides funds for the more pedestrian-friendly crossing at the intersection of Highway 305 and Winslow Way. Council discussed and approved this amount during the Winslow Way Reconstruction Project discussion on July 13, 2011.	FAR: Public Amenities / Public Works	38,552	Increase. Source: FAR-Public Amenities Fund
Surplus property expenses	This item transfers funding from the Emergency Reserve fund to prepare surplus property for sale (Islander Mobile Home Park, Miller Road Parcel, and Head of the Bay). There is a corresponding increase in appropriation authority in the Executive Department to pay for property preparation expenses. When the property sales are completed, the proceeds will be deposited in the Emergency Reserve subfund of the General Fund.	General / Executive	25,000	Increase. Source: Emergency Reserve Fund (will be reimbursed upon sale)
Islander Mobile Home Park	This items provides funding to support the City's contribution for expenses related to spaces at the mobile home park where tenants are in default.	General / Executive	10,000	Increase. Source: Affordable Housing Fund
Accept grant related to shoreline monitoring	This item accepts a grant and increases appropriation authority in the Planning and Community Development Department, as approved by Council in April 2012. The grant is from the Washington State Department of Ecology and supports the update of the City's Shoreline Master Program.	General / Planning and Community Development	10,000	Increase. Source: General Fund, backed by grant revenue
Salary/benefit expenses for Judge	This item adjusts personnel expenses in the Municipal Court as directed by the court decision to restore the judge position to 67% FTE.	General / Municipal Court	28,500	Increase. Source: General Fund
SSWM and road network consultant study	The City has issued an RFP and plans to engage a consultant to complete a study of Storm and Surface Water Management (SSWM) rates that should be appropriately charged to the City of Bainbridge Island road system. Final distribution of costs across funds will be calculated upon completion of the project.	SSWM / Public Works	75,000	Increase. Source: SSWM Fund
On-call staffing for Court	This item provides funding to backfill Court staffing when regular clerks are on vacation or out of the office. Absent this increased funding for staffing, in the case of clerk absence, the Court Administrator will perform clerking duties. In addition, citizens may experience delays at the Court.	General / Municipal Court	15,000	Increase. Source: General Fund
East Bluff and Strawberry Park Maintenance and Materials	This item supports maintenance efforts and the purchase of materials for two sites in conjunction with the monitoring and adaptive management efforts at each location.	General / Planning and Community Development	5,000	Increase. Source: General Fund

SUBJECT	DESCRIPTION	FUND / Department	AMOUNT	Change to Appropriation	
City Manager Search Detail Severance pay	This item pays severance to the former City Manager per the terms of the Employment Agreement.	General / General Government	61,800		
		Streets / General Government	5,150		
		B&DS / General Government	20,600		
		Water / General Government	5,150		
		Sewer / General Government	5,150		
		SSWM / General Government	5,150		
Total severance pay expenses			103,000		
Separation pay		This item pays compensable vacation and other leave balances to the former City Manager per the terms of the Employment Agreement.	General / General Government	15,000	
	Streets / General Government		1,250		
	B&DS / General Government		5,000		
	Water / General Government		1,250		
	Sewer / General Government		1,250		
	SSWM / General Government		1,250		
Total pay at separation			25,000		
Search firm expenses	This item pays costs associated with the professional search firm selected to run the search process for a permanent city manager.		General / Finance	16,800	
		Streets / Finance	1,400		
		B&DS / Finance	5,600		
		Water / Finance	1,400		
		Sewer / Finance	1,400		
		SSWM / Finance	1,400		
Total search firm expenses			28,000		

SUBJECT	DESCRIPTION	FUND / Department	AMOUNT	Change to Appropriation	
City Manager Search Detail (continued)					
Travel expenses	This item covers travel costs associated with the search process for a permanent city manager.	General / Finance	3,000		
		Streets / Finance	250		
		B&DS / Finance	1,000		
		Water / Finance	250		
		Sewer / Finance	250		
		SSWM / Finance	250		
Total travel expenses			5,000		
Relocation expenses	This item covers currently estimated relocation costs for a new city manager.	General / Finance	18,000		
		Streets / Finance	1,500		
		B&DS / Finance	6,000		
		Water / Finance	1,500		
		Sewer / Finance	1,500		
		SSWM / Finance	1,500		
Total relocation expenses			30,000		
		Total of all items for City Manager search	191,000		
Water Utility Optimization Detail					
Public Works Dept staffing reduction	This item reduces funding for staffing in the Public Works Department. Four positions are reduced from fulltime (1.0 FTE) to part-time (0.5 FTE), and some duties are reassigned.	Water / Public Works	(130,000)		
		Sewer / Public Works	(12,000)		
		SSWM / Public Works	18,000		
		General Fund / Public Works	(88,000)		
		Streets / Public Works	38,000		
		B&DS / Public Works	(13,000)		
		Works			
Total Public Works reduction: 2.0 FTE			(187,000)		
Finance Dept staffing reduction		This item reduces funding for staffing in the Finance and Administrative Services Department. Two positions are reduced from fulltime (1.0 FTE) to part-time (0.5 FTE), and some duties are reassigned.	Water / Finance and Admin. Svcs	(46,000)	
	Sewer / Finance and Admin. Svcs		(33,000)		
	SSWM / Finance and Admin. Svcs		(11,000)		
	General / Finance and Admin. Svcs		12,000		
	Streets / Finance and Admin. Svcs		(6,000)		
	B&DS / Finance and Admin. Svcs		12,000		
Total Finance Department reduction: 1.0 FTE			(72,000)		