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Executive Assistant
Kennewick Irrigation District
12 West Kennewick Avenue
Kennewick, WA 99336

KENNEWICK IRRIGATION DISTRICT RESOLUTION 2012-33

2013 BUDGET ADOPTION

A **RESOLUTION** for the purpose of adopting the Kennewick Irrigation District approved combined operating budget for 2013.

WHEREAS, Kennewick Irrigation District has adopted a rate structure and can estimate its revenues and expenses for the calendar year 2013; and

The Board wishes to use best practices by having a budget for all types of operating and reserve funds on the cash basis as adopted by the District; and

The Board desires to set salaries and is herein approving the attached salary scales as updated per Board policies; **and**

The District's new projected expenditure total (Summary Report Attached) is **\$22,426,954** for all Operating and Capital Fund Types and **\$462,275** for all Non-Operating Restricted Reserve types for a total of **\$22,889,229** including the transfers to the planned reserve accounts.

NOW, THEREFORE, BE IT RESOLVED:


That Resolution 2012-33 with **\$22,889,229** in expenditures is hereby adopted by the Board of Directors of Kennewick Irrigation District, Benton County, Washington, at an open public meeting thereof this 16th day of October, 2012.




Gene Huffman, President



Patrick McGuire, Vice President



Kirk Rathbun, Director



Dean Dennis, Director



David McKenzie, Director

2013 BUDGET SUMMARY: OPERATING & CAPITAL

Kennewick Irrigation District
 Summary of Budgeted Revenues/Expenditures for Fiscal Year 2013
 For Presentation October 2012

FUND	Estimated 1/1/13 Beginning Cash & Investments	2013 Budgeted Revenues	2013 Budgeted Expenditures	Estimated Ending 12/31/13 Cash & Investments
<u>OPERATING & CAPITAL PROJECT FUNDS</u>				
<u>Operating Fund Types</u>	<u>Beginning Fund Balances</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Beginning + Revenues minus Expenditures</u>
General Fund	\$5,811,099	\$8,198,255	\$8,198,255	\$5,811,099
Elks Lake	121,558	39,857	39,857	121,558
Leavenworth	177,938	41,772	41,772	177,938
TOTAL- OPERATING FUND TYPES	\$6,110,595	\$8,279,884	\$8,279,884	\$6,110,595
<u>Capital Project Funds</u>				
Capital Upgrade & Improvement Fund	4,330	1,178,130	1,178,130	4,330
East Mountain LID	136,963	12,921,940	12,921,940	136,963
LID Construction Project	-	-	-	-
General Capital Projects	145,500	47,000	47,000	145,500
TOTAL- CAPITAL PROJECT FUNDS	\$286,293	\$14,147,070	\$14,147,070	\$286,293

2013 - SUMMARY RESERVE FUND BUDGETS

Kennewick Irrigation District

<u>RESERVE FUNDS</u>		<u>1/1/13 Beginning Reserve Balances</u>	<u>2013 Additions To Reserves</u>	<u>2013 Planned Use Of Reserves</u>	<u>12/31/13 Ending Reserve Balances</u>
<u>Operating Reserve Funds</u>					
Carryforward(Operating Resv	6410	940,306	100,444	-	1,040,749
Equipment Replacement Resv	6420	400,520	230,000	105,500	545,020
TOTAL- OPERATING RESERVE FUNDS		\$1,340,826	\$330,444	\$105,500	\$1,585,769
<u>Non-Operating Restricted Reserves</u>					
Conservation Capital Project Reserve	8004	350,000	100,000	-	450,000
Emergency Mitigation Reserve	6440	351,491	5,287	-	356,777
Drought Mitigation Reserve	6450	-	75,000	-	75,000
TOTAL- NON-OPERATING RESERVE FUNDS		\$701,491	\$180,287	\$0	\$881,777
<u>Really Restricted Reserve</u>					
Really Reserves	8500	\$5,992,533	\$2,453,750	\$356,775	\$8,089,508

SALARY RANGES & POSITIONS AUTHORIZED

Salary Ranges And Positions- Approved 2013

Exempt	2012 Proposed Range (2.7% CPI Adj.)		2013 Proposed Ranges Monthly (2.0% CPI Adj.)		2013 Proposed Ranges Hourly (2.0% CPI Adj.)		Number of Authorized Positions	Total FTEs
	Bottom	Top	Bottom	Top	Bottom	Top		
District Manager	8,228	10,502	8,293	10,712	40.42	61.80	1	
Comptroller/Treasurer	6,754	9,051	6,829	9,232	39.74	53.26	1	
Engineering/Operations Manager	7,017	9,403	7,157	9,552	41.33	53.13	2	
Asst. Engineering/Operations Manager	6,414	8,595	6,541	8,774	37.74	50.58	2	
Assistant Ops/Maintenance Manager	5,988	7,234	6,109	7,378	31.77	42.37	2	
Planning Manager	6,734	9,024	6,863	9,204	33.63	43.15	1	
Senior Accountant	4,921	5,778	4,977	5,834	25.43	34.06	3	
Customer Account Supervisor	5,382	6,881	5,462	7,015	31.73	40.48	1	
Real Property Manager	---	---	4,462	5,662	29.43	37.67	1	
Executive Assistant	3,520	4,716	3,595	4,792	23.71	31.73	1	11
	2012 Proposed Range (2.7% CPI Adj.)		2013 Proposed Ranges Monthly (2.0% CPI Adj.)		2013 Proposed Ranges Hourly (2.0% CPI Adj.)		Number of Authorized Positions	
Office Union								
Staff Engineer, ET [1]	4,537	6,024	4,623	6,144	26.67	35.43	2	
Staff Engineer, PE [2]	4,887	6,546	4,983	6,677	28.79	38.52	2	
Staff Engineer 3	5,248	7,074	5,373	7,161	30.77	40.28	2	
Assistant Planner	3,946	5,288	4,023	5,394	23.22	31.12	1	
GIS Specialist	4,063	5,447	4,145	5,526	23.92	31.05	3	
Construction Inspector/CAD Technician	3,632	4,833	3,702	4,928	21.38	27.28	1	
Engineering Intern - Local	3,305	4,428	3,371	4,513	19.43	26.06	2	
Engineering Intern	10,000	10,000	11,000	11,000	11.00	11.00	0.5	4 (825 hrs)
Accounting Assistant	2,962	3,968	3,021	4,047	17.43	23.33	1	
CAD Specialist	3,717	4,980	3,791	5,080	21.87	29.31	1	
Customer Service Specialist III	3,392	4,527	3,460	4,608	19.56	26.11	3	
Accounting Technician	3,207	4,298	3,271	4,384	18.87	25.29	2	
Administrative Assistant	2,890	3,820	2,907	3,856	18.77	24.48	1	
Receptionist	2,446	3,279	2,493	3,343	16.59	21.80	1	
Customer Service Specialist II	2,650	3,497	2,681	3,567	16.36	20.58	1	
Heat-Cooling-Clean-Up Specialist	4,840	6,406	4,940	6,546	24.04	31.64	1	
Purchasing, Inventory/Technology Coord	3,946	5,431	4,021	5,360	23.22	30.08	1	16.9
	2012 Proposed Range (2.7% CPI Adj.)		2013 Proposed Ranges Monthly (2.0% CPI Adj.)		2013 Proposed Ranges Hourly (2.0% CPI Adj.)		Number of Authorized Positions	
Field Union								
Operations Lead	4,500	5,175	4,595	5,278	24.41	30.46	2	
Pump Technician	3,913	4,388	3,991	4,478	21.43	27.32	4	
Mechanic/Warehouse	3,637	4,183	3,719	4,272	21.1	26.82	2	
Maintenance Technicians	3,254	4,022	3,294	4,133	20.73	26.54	11	
Canal Patrol	3,264	4,052	3,294	4,133	20.73	26.54	3	
Vegetation Control Specialist	3,681	4,233	3,725	4,312	21.65	28.51	1	
Vegetation Control Technician	3,346	3,848	3,413	3,923	19.89	26.64	1	
Maintenance Laborer	2,137	2,438	2,187	2,507	14.92	17.44	2	
Seasonal Laborer (per hour \$5.4, 500 total)	11.70	11.70	11.93	11.93	11.93	11.93	2,000	2,000
*Note: If FTE elects to take part-time temporary help (under 70 hrs/yr) for someone working in one of the accounted positions, the top hourly rate can include the value of benefits not provided for the temporary worker.								
							Total FTEs:	573